DOCUMENT RESUME

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AUTHOR	Miller, David H., Comp.; Moore, Allen B., Comp.
TITLE	Government (Administrative Body): Occupational Cluster Series-4.
INSTITUTION	Ohio State Univ., Columbus. Center for Vocational and Technical Education.
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IDENTIFIERS	*Educational Resources Information Center; ERIC

ABSTRACT

This compilation of ERIC abstracts dealing with the government as an administrative body is the fourth in a series that identifies research and instructional materials in selected occupational clusters. Seventy-four documents were identified by means of computer searches of "Research in Education" from 1967 to December 1972. Instructions on how to use ERIC reference products are included. Intended for use in career education curriculum development, these abstracts include lists of descriptors, identifiers, and other pertinent information about documents in the occupational cluster dealing with government work. This document is related to 14 other cluster groupings, available as VT 018 790-VT 018 792 and VT 018 897-VT 018 907 in this issue. (AG)

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ED 073263

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EDUCATION & WELFARE
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Cluster Series 4

GOVERNMENT (Administrative Body)

Occupational Cluster Series

Abstracts of Instructional and
Research Materials

Compiled by
David H. Miller
Allen B. Moore

1973

The Center for Vocational and Technical Education
The Ohio State University
1960 Kenny Road
Columbus, Ohio 43210

VT018793

MISSION OF THE CENTER

The Center for Vocational and Technical Education is an independent unit on The Ohio State University campus. It serves a catalytic role in establishing consortia to focus on relevant problems in vocational and technical education. The Center is comprehensive in its commitment and responsibility, multidisciplinary in its approach and interinstitutional in its program.

The Center's mission is to strengthen the capacity of state educational systems to provide effective occupational education programs consistent with the individual needs and manpower requirements by:

- Conducting research and development to fill voids in existing knowledge and to develop methods for applying knowledge.
- Programmatic focus on state leadership development, vocational teacher education, curriculum, vocational choice and adjustment.
- Stimulating and strengthening the capacity of other agencies and institutions to create durable solutions to significant problems.
- Providing a national information storage, retrieval and dissemination system for vocational and technical education through the affiliated ERIC Clearinghouse.

This publication was prepared pursuant to a contract with the National Institute of Education, U.S. Department of Health, Education and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their judgment in professional and technical matters. Points of view or opinions do not, therefore, necessarily represent official National Institute of Education position or policy.

PREFACE

Finding and using relevant information frequently is a major task for curriculum specialists, teachers, administrators and students. The Center for Vocational and Technical Education is dedicated to making useful and vital information accessible so that it may be used to improve school practices.

The Center has assembled, under one cover, research materials and instructional materials related to the Government (Administrative Body) occupational cluster. The materials included in this compilation, in the form of abstracts, are selections from Research in Education (RIE), Abstracts of Instructional Materials in Vocational and Technical Education (AIM), and Abstracts of Research Materials in Vocational and Technical Education (ARM) from 1967 to February, 1973.

Other compilations of abstracts in the occupational cluster series, of which this is a part, include the areas of arts and humanities, construction, natural resources, transportation, communication, trade, finance, education, health, welfare, recreation and entertainment, product services, personal service, and manufacturing.

We are indebted to Allen B. Moore, project director, Supportive Information for the Comprehensive Career Education Model, and David H. Miller, Information Specialist who coordinated the compilation of this publication.

We hope that this publication will prove valuable to you in your particular endeavor.

Robert E. Taylor
Director
The Center for Vocational
and Technical Education

Government (Administrative Body)

INTRODUCTION

This compilation of ERIC abstracts is the fourth in a series of publications which identify research and instructional materials dealing with selected occupational clusters. The 15 cluster areas included in the series have been identified by educational specailists as a means of suggesting a structure for career education curriculum development.

Other compilations of ERIC abstracts are available for the following cluster areas:

- Natural Resources--available as VT 018 791
- Arts and Humanities--available as VT 018 790
- Construction (Construction Process) available as VT 018 792
- Transportation--available as VT 018 907
- Communication--available as VT 018 897
- Trade (Marketing) available as VT 018 898
- Finance (Banking) available as VT 018 899
- Education--available as VT 018 900
- Health--available as VT 018 901
- Welfare--available as VT 018 902
- Personal (Human) Services--available as VT 018 903
- Product Services--available as VT 018 904
- Recreation and Entertainment--available as VT 018 905
- Manufacturing--available as VT 018 906

Government (Administrative Body)

INDEX/RETRIEVAL TERMS

This compilation of abstracts represents selected documents identified from a search strategy which included the following ERIC terms:

Instruction
Curriculum
Guides
Manuals
Resource Materials
Teaching
Government
Legislation
Law
Political

Each ERIC document indexed by certain combinations of these terms resulted in a computer "hit". Each time a "hit" was registered, an abstract along with its complete bibliographic citation was printed. Each abstract included in the initial computer printout was screened for relevance by information specialists at The Center prior to the development of this compilation. For a detailed explanation of computer searching see VT 018 425, ERIC Instructional Package for Vocational Educators.

How to Use ERIC Reference Products

Each ERIC reference publication includes:

1. Document Resume Section containing abstracts and bibliographic information

2. Subject and Author Index Section

Each resume presents information about a document's content, its source and availability. Sample resumes on the following pages are explained in detail.

The indexes help to locate the abstracts by page numbers and accession numbers. These indexes are: Subject Index, Author Index and Conversion of Document Number Index. Index terms used in the subject index are ERIC descriptors. Each document has been assigned several of these descriptors; therefore, each document title appears in the subject index several times.

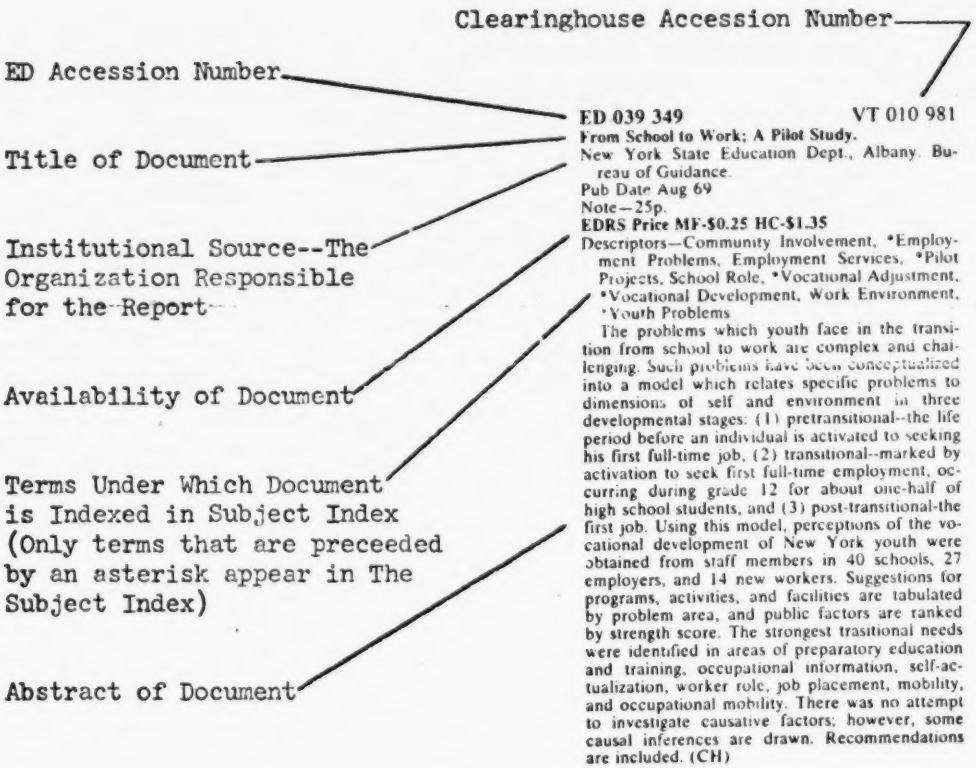
The full texts of documents are available from the original sources or from the ERIC Document Reproduction Service (EDRS) as microfiche or xerox reproductions.

Format of

Research in Education (RIE)

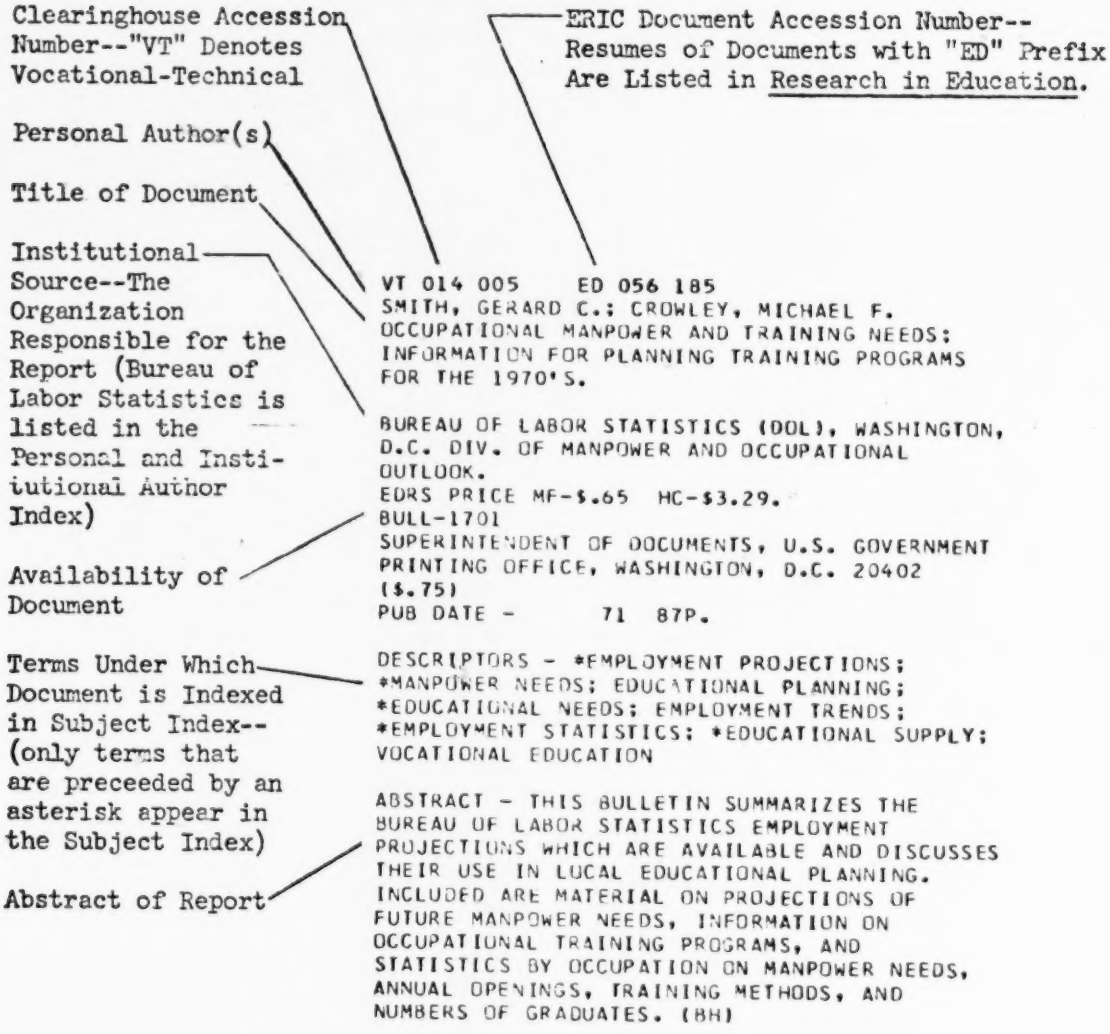
Document Resume

ED 039 349


Clearinghouse Accession Number
ED Accession Number
Title of Document
Institutional Source--The Organization Responsible for the Report
Availability of Document
Terms Under Which Document is Indexed in Subject Index (Only terms that are preceeded by an asterisk appear in The Subject Index)
Abstract of Document
ED 039 349 VT 010 981
From School to Work; A Pilot Study.
New York State Education Dept., Albany. Bureau of Guidance.
Pub Date Aug 69
Note—25p.
EDRS Price MF-$0.25 HC-$1.35
Descriptors—Community Involvement, *Employment Problems, Employment Services, *Pilot Projects, School Role, *Vocational Adjustment, *Vocational Development, Work Environment, *Youth Problems
The problems which youth face in the transition from school to work are complex and challenging. Such problems have been conceptualized into a model which relates specific problems to dimensions of self and environment in three developmental stages: (1) pretransitional--the life period before an individual is activated to seeking his first full-time job, (2) transitional--marked by activation to seek first full-time employment, occurring during grade 12 for about one-half of high school students, and (3) post-transitional-the first job. Using this model, perceptions of the vocational development of New York youth were obtained from staff members in 40 schools, 27 employers, and 14 new workers. Suggestions for programs, activities, and facilities are tabulated by problem area, and public factors are ranked by strength score. The strongest trasitional needs were identified in areas of preparatory education and training, occupational information, self-actualization, worker role, job placement, mobility, and occupational mobility. There was no attempt to investigate causative factors; however, some causal inferences are drawn. Recommendations are included. (CH)

Format of

ARM and AIM Document Resume


Clearinghouse Accession Number--"VT" Denotes Vocational-Technical
ERIC Document Accession Number--Resumes of Documents with "ED" Prefix Are Listed in Research in Education.
Personal Author(s)
Title of Document
Institutional Source--The Organization Responsible for the Report (Bureau of Labor Statistics is listed in the Personal and Institutional Author Index)
Availability of Document
Terms Under Which Document is Indexed in Subject Index--(only terms that are preceeded by an asterisk appear in the Subject Index)
Abstract of Report
VT 014 005 ED 056 185
SMITH, GERARD C.; CROWLEY, MICHAEL F.
OCCUPATIONAL MANPOWER AND TRAINING NEEDS: INFORMATION FOR PLANNING TRAINING PROGRAMS FOR THE 1970'S.
BUREAU OF LABOR STATISTICS (DOL), WASHINGTON, D.C. DIV. OF MANPOWER AND OCCUPATIONAL OUTLOOK.
EDRS PRICE MF-$.65 HC-$3.29.
BULL-1701
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 ($.75)
PUB DATE - 71 87P.
DESCRIPTORS - *EMPLOYMENT PROJECTIONS; *MANPOWER NEEDS; EDUCATIONAL PLANNING; *EDUCATIONAL NEEDS; EMPLOYMENT TRENDS; *EMPLOYMENT STATISTICS; *EDUCATIONAL SUPPLY; VOCATIONAL EDUCATION
ABSTRACT - THIS BULLETIN SUMMARIZES THE BUREAU OF LABOR STATISTICS EMPLOYMENT PROJECTIONS WHICH ARE AVAILABLE AND DISCUSSES THEIR USE IN LOCAL EDUCATIONAL PLANNING. INCLUDED ARE MATERIAL ON PROJECTIONS OF FUTURE MANPOWER NEEDS, INFORMATION ON OCCUPATIONAL TRAINING PROGRAMS, AND STATISTICS BY OCCUPATION ON MANPOWER NEEDS, ANNUAL OPENINGS, TRAINING METHODS, AND NUMBERS OF GRADUATES. (BH)

Document Ordering Instructions

All documents cited in this compilation of abstracts are available in their full text. Availability is by one of the options listed below:

1. ORIGINAL COPY FROM PUBLISHER OR SUPPLIER

   These documents have an availability listed in the resume. Often such documents are not available by any other means.

2 MICROFICHE AND HARD COPY REPRODUCTSION

   Documents with ED numbers are usually available individually on microfiche ($0.65 a title) or paper copy (xerox - $3.29 per 100 pages or fraction thereof) from:

   ERIC Document Reproduction Service (EDRS)
   P. O. Drawer O
   Bethesda, Maryland 20014

   Orders must specify ED number.

3. MICROFICHE SETS

   Documents with VT numbers only are not available as individual microfiche, but most are part of VT-ERIC microfiche sets.

   A microfiche set contains all the documents announced in a single issue of Abstracts of Instructional Materials in Vocational and Technical Education (AIM) or Abstracts of Research Materials in Vocational and Technical Education (ARM) which are not available by one of the options outlined above. These documents are filmed continuously in VT number order, and each set is assigned a single ED number.

   VT-ERIC microfiche sets are available

   a. In any complete collection of ERIC microfiche.

   b. As VT-ERIC microfiche sets purchased individually.

   c. From institutions (e.g., state research coordinating units) which have the VT-ERIC microfiche sets and are willing to provide microfiche duplicates of individual VT-numbered documents.

GOVERNMENT (Administrative Body)

Occupational Cluster Series

Abstracts of Instructional and
Research Materials

ACCESSION NUMBERS: VT013746

PUBLICATION DATE: 71

TITLE: FEDERAL OFFICE ASSISTANT EXAMINATION: STENOGRAPHER, TYPIST, CLERK, AND OFFICE MACHINE OPERATOR. WHAT IT IS, AND HOW IT IS GIVEN.

PERSONAL AUTHOR: JOHNSON, ELIZABETH D.

DESCRIPTOR: *BUSINESS EDUCATION; *FEDERAL GOVERNMENT; *EMPLOYMENT QUALIFICATIONS; *OCCUPATIONAL TESTS; *GUIDES; VOCATIONAL EDUCATION; OFFICE OCCUPATIONS EDUCATION; RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; GOVERNMENT EMPLOYEES; OCCUPATIONAL INFORMATION; TYPEWRITING; STENOGRAPHY; CLERICAL OCCUPATIONS

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 61P.

ISSUE: ARM SPRING1972

DEVELOPED IN THE PERSONNEL MEASUREMENT RESEARCH AND DEVELOPMENT CENTER OF THE CIVIL SERVICE COMMISSION, THIS DOCUMENT DESCRIBES THE FEDERAL OFFICE ASSISTANT EXAMINATION. SPECIFIC INFORMATION, WHICH SHOULD BE USEFUL IN CAREER GUIDANCE AND STUDENT EVALUATION, IS PROVIDED ON CAREER OPPORTUNITIES, SALARIES AND OTHER BENEFITS, TEST AND EXPERIENCE REQUIREMENTS, AND PROFICIENCY CERTIFICATES. ALSO INCLUDED ARE SAMPLE TESTS AND RELATED INFORMATION PERTAINING TO VERBAL ABILITIES, CLERICAL ABILITIES, TYPING, DICTATION, AND OFFICE MACHINE OPERATION. A DIRECTORY OF AREA OFFICES OF THE U.S. CIVIL SERVICE COMMISSION IS FOUND IN THE BACK OF THE DOCUMENT. (JS)

REPORT NUMBER: AN 2400 R4

AVAILABILITY: SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 ($0.60;CS 1.28:2400/4/971)

INSTITUTION NAME: CIVIL SERVICE COMMISSION, WASHINGTON, D.C. BUREAU OF POLICIES AND STANDARDS.

ACCESSION NUMBERS: VT013577

PUBLICATION DATE: 65

TITLE: BEAT PATROL AND OBSERVATION. CALIFORNIA STATE PEACE OFFICERS' TRAINING SERIES 65.

DESCRIPTOR: *POLICE SEMINARS; *LESSON PLANS; *INSTITUTES (TRAINING PROGRAMS); POLICE COMMUNITY RELATIONSHIP; INSTRUCTIONAL MATERIALS; *TEACHING GUIDES; *VOCATIONAL EDUCATION; LAW ENFORCEMENT

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 61P.

ISSUE: AIM WINTER1972

THIS SERIES OF LESSON PLANS WAS DEVELOPED TO PROVIDE A BASIC OUTLINE FOR TRAINING IN BEAT PATROL AND OBSERVATION. IT IS INTENDED AS A GUIDE FOR THE INSTRUCTOR, AND UNITS MAY BE ADDED OR SUBTRACTED TO FIT LOCAL NEEDS. TOPICS ARE: (1) PURPOSES AND TYPES OF PATROL, (2) PREPARATION FOR THE TOUR OF DUTY, (3) COMMUNICATIONS FOR BEAT PATROLMEN, (4) COVERING THE BEAT, (5) INSPECTIONAL PROCEDURES, (6) ANSWERING CALLS--AUTO PATROL, (7) HOW TO RECOGNIZE AND CONTROL HAZARDS, (8) CRIME PREVENTION TECHNIQUES AND ACTIVITIES, (9) MISCELLANEOUS SERVICE, (10) OBSERVATION IN GENERAL, (11) OBSERVATION IN GENERAL, (11) OBSERVATION OF PERSONS, AND (12) OBSERVATION OF THINGS AND CIRCUMSTANCES. THE FORMAT FOR EACH LESSON PLAN INCLUDES THE COURSE TITLE, LESSON TOPIC, OBJECTIVES, MATERIALS NEEDED, ASSIGNMENT, REFERENCES, INTRODUCTION, PRESENTATION, APPLICATION, AND TEXT. (GEB)

AVAILABILITY: DOCUMENTS AND PUBLICATIONS, OFFICE OF PROCUREMENT-STORES, DEPARTMENT OF GENERAL SERVICES, P.O. BOX 20191, SACRAMENTO, CALIFORNIA 95820 ($1.05).

INSTITUTION NAME: CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.

ACCESSION NUMBERS: VT013576

PUBLICATION DATE: 64

TITLE: POLICE REPORT WRITING. CALIFORNIA PEACE OFFICERS' TRAINING SERIES 74.

DESCRIPTOR: *VOCATIONAL EDUCATION; *STUDY GUIDES; *REFERENCE MATERIALS; *REPORTS; *WRITING; LAW ENFORCEMENT; TRADE AND INDUSTRIAL EDUCATION; INSTRUCTIONAL MATERIALS; POLICE SEMINARS; JOB TRAINING

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 109P.

ISSUE: AIM WINTER1972

DEVELOPED BY THE DEPARTMENT OF EDUCATION IN COOPERATION WITH THE LOCAL POLICE DEPARTMENT, THIS REFERENCE GUIDE IS DESIGNED TO HELP THE LAW ENFORCEMENT OFFICER KNOW EXACTLY WHAT REPORTS HE IS REQUIRED TO MAKE AND HOW TO WRITE THEM. THE STANDARD METHODS OF REFERRING TO AND DESCRIBING PEOPLE, PLACES, AND PROPERTY THAT HAVE BEEN DEVELOPED FOR USE IN POLICE REPORT WRITING ARE PRESENTED IN THIS PUBLICATION. CHAPTER TOPICS INCLUDE: (1) REQUISITES OF A GOOD REPORT, (2) KINDS OF POLICE REPORTS, (3) THE WRITING PROCESS, (4) REFERENCES TO THE MAIN ELEMENTS IN A REPORT, (5) PREPARATION OF NARRATIVE REPORTS, (6) DESCRIPTION OF PERSONS, VEHICLES, AND PROPERTY OTHER THAN VEHICLES, AND (7) CRIME REPORTS REQUIRED BY STATUTE. (GEB)|

AVAILABILITY: DOCUMENTS AND PUBLICATIONS, OFFICE OF PROCUREMENT STORES, DEPARTMEENT OF GENERAL SERVICES, P.O. BOX 20191, SACRAMENTO, CALIFORNIA 95820 ($1.31).

INSTITUTION NAME: CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.

ACCESSION NUMBERS: VT013334

PUBLICATION DATE: MAR70

TITLE: A MODEL ORDINANCE OR STATUTE REGULATING AMBULANCE SERVICE.

DESCRIPTOR: *VOCATIONAL EDUCATION; TRANSPORTATION; *STANDARDS; *RESOURCE MATERIALS; INSTRUCTIONAL MATERIALS; SAFETY EDUCATION; *LAWS; *PATIENTS (PERSONS); DRIVER EDUCATION; *HEALTH SERVICES; SERVICE OCCUPATIONS; MEDICAL SERVICES

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 18P.

ISSUE: AIM FALL1971

DEVELOPED FOR THE NATIONAL SAFETY COUNCIL, THE AMERICAN COLLEGE OF SURGEONS, AND THE AMERICAN ASSOCIATION FOR THE SURGERY OF TRAUMA, THIS ORDINANCE IS TO BE USED AS A MODEL STATUTE FOR THE TRANSPORTATION OF THE INJURED. THE INTENT OF THE MODEL STATUTE IS TO SERVE AS A GUIDE TO IMPROVE A NECESSARY PUBLIC SERVICE AND PROVIDE UNIFORMITY THROUGHOUT THE UNITED STATES. RECOMMENDED PRIMARILY AS A STATE LAW, THE 18 SECTIONS OF THIS ORDINANCE COVER SUCH TOPICS AS: (1) LICENSE REQUIRED, (2) DUTIES OF LICENSE OFFICER, (2) DUTIES OF HEALTH OFFICERS, (4) REPORTS, (5) STANDARDS FOR AMBULANCE LICENSE, AND (6) PENALTIES. (JS)

INSTITUTION NAME: NATIONAL SAFETY COUNCIL, CHICAGO, ILL.

SPONSORING AGENCY NAME: AMERICAN COLL. OF SURGEONS, CHICAGO, ILL.;.AMERICAN ASSOCIATION FOR THE SURGERY OF TRAUMA, BURLINGTON, V

ACCESSION NUMBERS: VT013099

PUBLICATION DATE: 68

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE. THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM. LEARNER'S MANUAL.

DESCRIPTOR: *TRADE AND INDUSTRIAL EDUCATION; *STUDY GUIDES; *POLICE; *LAW ENFORCEMENT; JOB TRAINING; ADULT VOCATIONAL EDUCATION; COURSE CONTENT; BIBLIOGRAPHIES

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 241P.

ISSUE: AIM FALL1971

THIS LEARNER'S MANUAL WAS PREPARED BY THE DIVISION OF VOCATIONAL EDUCATION OF THE OHIO STATE DEPARTMENT OF EDUCATION, IN COOPERATION WITH VARIOUS PERSONS AND ORGANIZATIONS, FOR USE IN THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM. THE PROGRAM IS DESIGNED TO ADEQUATELY MEET THE NEEDS AND IMPROVE THE COMPETENCIES AND SKILLS OF LOCAL LAW ENFORCEMENT PERSONNEL. INCLUDED IN THE 25 TRAINING PROCEDURES ARE: (1) UNIFORM, ACQUIRING AND MAINTAINING, (2) FELONIES, HANDLING, (3) TESTIFYING IN COURT, (4) FIRE SCENES, (5) TRAFFIC CONGESTION, HANDLING, AND (6) EMERGENCY CARE--FIRST AID. THE APPENDIXES CONSIST OF 45 SECTIONS, INCLUDING: (1) BILL OF RIGHTS, U.S. CONSTITUTION, (2) BUSINESS SECURITY SURVEY REPORT, (3) FIELD SKETCH SHEET, (4) COMMERCIAL RESTRAINT DEVICES, AND (5) REPORT OF DEATH. A BIBLIOGRAPHY IS PROVIDED, AND THE MANUAL IS ILLUSTRATED WITH LINE DRAWINGS, DIAGRAMS, AND PHOTOGRAPHS. RELATED DOCUMENTS ARE AVAILABLE AS ED 016 025 AND ED 016 027 (VT 000 689 AND VT 000 692, RESPECTIVELY, BOTH IN AIM SPRING 1968). (GEB)

AVAILABILITY: OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210.

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.

ACCESSION NUMBERS: VT013070

PUBLICATION DATE: 70

TITLE: MANUAL ON TRAINING FOR SHERIFFS.

PERSONAL AUTHOR: GIDDINGS, LARRY A., AND OTHERS

DESCRIPTOR: *PROGRAM GUIDES; *PROGRAM PLANNING; *PROGRAM DEVELOPMENT; *TRAINING TECHNIQUES; *LAW ENFORCEMENT; VOCATIONAL EDUCATION; TEACHING GUIDES; RESOURCE MATERIALS; JOB TRAINING; EDUCATIONAL EQUIPMENT

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 130P.

ISSUE: AIM WINTER1972

PREPARED BY THE NATIONAL SHERIFFS' ASSOCIATION, THIS MANUAL WAS DESIGNED TO BE A READY REFERENCE FOR THE SHERIFF WHO IS CONDUCTING OR PLANNING A TRAINING PROGRAM. ARRANGED IN 10 CHAPTERS, THE MANUAL INCLUDES INFORMATION ON (1) PLANNING YOUR TRAINING PROGRAMS, (2) TRAINING PERSONNEL, (3) TRAINING EQUIPMENT, (4) TRAINING METHODS, (5) TRAINING SCHEDULES, (6) EVALUATION, AND (7) RESOURCES. WITH THE CONTENTS OF THIS MANUAL, THE REFERENCES MENTIONED, A GOOD TRAINING STAFF, AND THE NEEDED SUPPORT, THE RESULT SHOULD BE A GOOD TRAINING PROGRAM. THE NATIONAL SHERIFFS' ASSOCIATION PLANS IN THE NEAR FUTURE TO PRODUCE SUPPLEMENTARY MATERIALS FOR USE IN THESE TRAINING PROGRAMS. (AUTHORS/JS)|

AVAILABILITY: SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (J1.8/2:SH5, $1.25).

INSTITUTION NAME: THE NATIONAL SHERIFFS ASSOCIATION.

SPONSORING AGENCY NAME: LAW ENFORCEMENT ASSISTANCE ADMINISTRATION (DEPT. OF JUSTICE), WASHINGTON, D.C.

ACCESSION NUMBERS: VT013059

PUBLICATION DATE: 64

TITLE: FIRE CONTROL: FLAMMABLE LIQUIDS AND GASES. CALIFORNIA FIRE TRAINING PROGRAM.

DESCRIPTOR: *INSTITUTES (TRAINING PROGRAMS); JOB TRAINING; *FIRE FIGHTERS; *TRADE AND INDUSTRIAL EDUCATION; *FIRE SCIENCE EDUCATION; SIMULATION; CITY GOVERNMENT; TRAINING TECHNIQUES; INSTRUCTIONAL FILMS; *INSTRUCTIONAL MATERIALS; TEACHING GUIDES; CURRICULUM GUIDES; STUDY GUIDES

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 245P.

ISSUE: AIM FALL1971

DEVELOPED BY THE INSTRUCTIONAL MATERIALS LABORATORY OF THE CALIFORNIA STATE DEPARTMENT OF EDUCATION FOR USE BY LOCAL FIRE DEPARTMENTS IN PLANNING, DEVELOPING, AND MAINTAINING FIRE TRAINING PROGRAMS, THIS INSTRUCTIONAL MANUAL PROVIDES A GUIDE FOR INTENSIVE TRAINING IN CONTROLLING AND EXTINGUISHING OIL AND GAS FIRES. THE CONTENTS, FOLLOWING THE PLANS USED BY OIL INDUSTRY INSTRUCTORS AND BY SEVERAL FIRE SERVICE SCHOOLS, ARE DIVIDED INTO FOUR PARTS: (1) FUNDAMENTALS, (2) OIL FIRE CONTROL PROBLEMS, (3) PRACTICAL TRAINING TECHNIQUES, AND (4) OIL FIRE TRAINING FILMS. THE MANUAL IS ILLUSTRATED WITH NUMEROUS PHOTOGRAPHS AND DIAGRAMS. (GEB)|

INSTITUTION NAME: CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. INSTRUCTIONAL MATERIALS LAB.

ACCESSION NUMBERS: VT012761

PUBLICATION DATE: APR69

TITLE: TRAFFIC ACCIDENT INVESTIGATION TEACHING GUIDE.

PERSONAL AUTHOR: GENES, H.F., AND OTHERS

DESCRIPTOR: *TEACHING GUIDES; *TRAFFIC ACCIDENTS; *TRAFFIC REGULATIONS; *TRAFFIC SAFETY; LAW ENFORCEMENT; *POLICE

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 73P.

ISSUE: AIM FALL1971

PREPARED BY OFFICERS OF A NORTH CAROLINA POLICE DEPARTMENT, THIS TEACHING GUIDE IS WRITTEN IN OUTLINE FORM AND PROVIDES INFORMATION CONCERNING TRAFFIC ACCIDENT INVESTIGATION. CHAPTERS COVER: (1) CLASSIFICATIONS AND DEFINITION OF ACCIDENTS, (2) WHAT AN ACCIDENT INVESTIGATION INVOLVES, (3) CAUSES AND FACTORS INVOLVED IN ACCIDENTS, (4) PLANNING AN INVESTIGATION, (5) STEPS IN CONDUCTING AND REPORTING AN INVESTIGATION, (6) DRIVER, PEDESTRIAN, ROAD, WEATHER, AND VEHICLE CONDITIONS, (7) SPEED AND SKIDMARKS, (8) HIT AND RUN INVESTIGATION, AND (9) LEGAL RESPONSIBILITIES. (SB)

INSTITUTION NAME: NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. LAW ENFORCEMENT TRAINING.

ACCESSION NUMBERS: V1012718 10

PUBLICATION DATE: NOV70

TITLE: PREPARATION FOR LAW ENFORCEMENT.

DESCRIPTOR: *POLICE; *PROFESSIONAL EDUCATION; *EDUCATIONAL NEEDS; STATE SURVEYS; RATING SCALES; CURRICULUM RESEARCH; *LAW ENFORCEMENT

IDENTIFIER: WISCONSIN

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 41P.

ISSUE: ARM FALL1971

TO DETERMINE PUBLIC OPINION IN WISCONSIN REGARDING THE EDUCATIONAL PREPARATION NECESSARY FOR POLICEMEN, NEARLY 500 POLICE CHIEFS, SHERIFFS, DISTRICT ATTORNEYS, SCHOOL SUPERINTENDENTS, AND ROTARY CLUB PRESIDENTS WERE SURVEYED. OVER 40 COURSES OR TOPICS WERE EVALUATED AS ESSENTIAL, HELPFUL, OR NOT NEEDED IN THE PREPARATION OF PATROLMEN AND STAFF OFFICERS. IN SEPARATE LISTINGS FOR THE TWO CATEGORIES OF POLICEMEN, THE COURSES ARE RANKED ACCORDING TO THE PERCENTAGES OF "ESSENTIAL" AND "HELPFUL" RESPONSES. THE COMPLETE RESPONSES ARE INCLUDED, BROKEN DOWN BY BOTH RATER GROUP AND POLICE CATEGORY. (BR)]

INSTITUTION NAME: WISCONSIN STATE UNIV., STEVENS POINT. OFFICE OF INSTITUTIONAL RESEARCH.

ACCESSION NUMBERS: VT010054

TITLE: POLICE ADMINISTRATION; SUGGESTED BASIC COURSE OUTLINE.

DESCRIPTOR: *CURRICULUM GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; *POLICE; *LAW ENFORCEMENT; SECONDARY GRADES

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 179P.

ISSUE: AIM FALL1970

THIS CURRICULUM GUIDE IS FOR TEACHER USE IN PLANNING AND IMPLEMENTING HIGH SCHOOL LEVEL COURSES DESIGNED TO PREPARE STUDENTS FOR ENTRY INTO LAW ENFORCEMENT WORK OR FOR CONTINUED EDUCATION ON THE POSTSECONDARY LEVEL OR AT POLICE TRAINING ACADEMIES. THE 1-SEMESTER COURSE IS INTENDED TO FURNISH STUDENTS WITH AN UNDERSTANDING AND KNOWLEDGE OF THE FUNCTIONS AND IMPORTANCE OF LAW ENFORCEMENT SERVICES, TO INFORM THEM OF EMPLOYMENT OPPORTUNITIES, AND TO ACQUAINT THEM WITH THE RESPONSIBILITIES, KNOWLEDGE, AND SKILLS REQUIRED OF POLICE OFFICERS. CONTENTS INCLUDE TOPICAL OUTLINES COVERING: (1) INTRODUCTION, (2) CRIMINAL LAW, (3) CRIMINAL PROCEDURE, (4) TRAFFIC PROCEDURES, (5) IDENTIFICATION PROCEDURES, (6) OFFICE PROCEDURES, (7) POLICE EMERGENCIES AND SPECIAL ASSIGNMENTS, AND (8) MOOT COURT; WITH EACH OUTLINE PROVIDING INFORMATION AND SKILLS TO BE TAUGHT, METHODS, TECHNIQUES AND AIDS, AND INFORMATION SOURCES. A CHART OF SUGGESTED TEACHING METHODS, A BIBLIOGRAPHY, AND A LIST OF TRAINING FILMS ARE INCLUDED. (AW)

AVAILABILITY: INSTRUCTIONAL MATERIALS PRODUCTION, ENGINEERING EXTENSION SERVICE, TEXAS A AND M UNIVERSITY, P.E. DRAWER K, COLLEGE STATION, TEXAS 77843 (SINGLE COPIES AVAILABLE WITHOUT CHARGE).

INSTITUTION NAME: TEXAS A AND M UNIV., COLLEGE STATION. ENGINEERING EXTENSION SERVICE

SPONSORING AGENCY NAME: TEXAS EDUCATION AGENCY, AUSTIN. INDUSTRIAL EDUCATION SERVICE

ACCESSION NUMBERS: VT002000 12

PUBLICATION DATE: 66

TITLE: MINOR COURT PROCEDURE MANUAL .

DESCRIPTOR: *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; *GOVERNMENT EMPLOYEES; *COURT LITIGATION; COURT DOCTRINE; ADULT VOCATIONAL EDUCATION; INSERVICE PROGRAMS; COURT RULE

IDENTIFIER: PENNSYLVANIA

EDRS PRICE: MF AVAILABLE IN VT-ERIC SET.

DESCRIPTIVE NOTE: 103P.

ISSUE: AIM SPRING1969

THIS REFERENCE MANUAL WAS DEVELOPED BY THE PUBLIC SERVICE INSTITUTE AND AN ADVISORY COMMITTEE FOR USE BY TEACHERS AND STUDENTS IN COURSES COVERING MINOR JUDICIARY WORK. CHAPTER HEADINGS ARE (1) DIVISIONS OF GOVERNMENT AND CONSTITUTIONAL RIGHTS, (2) MINOR COURT PROCEDURES, (3) REVIEW OF CIVIL LAW, (4) THE COURTROOM, (5) JURISDICTION OF THE MINOR JUDICIARY, (6) HEARINGS, (7) DECISIONS, (8) COMPLAINT FORMS USED IN TRAFFIC COURT, AND (9) PRACTICE AND PROCEDURE IN MOTOR VEHICLE CASES. EACH CHAPTER PRESENTS A SUMMARIZED PRESENTATION ON THE TITLE TOPIC. STUDENTS SHOULD BE EMPLOYED IN MINOR JUDICIARY WORK AND TEACHERS SHOULD HAVE HAD 6 YEARS OF SUCH EXPERIENCE. THIS 60-HOUR COURSE WAS DESIGNED FOR USE IN PENNSYLVANIA. (EM)|

INSTITUTION NAME: PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. PUBLIC SERVICE INST.;.MINOR JUDICIARY TRAINING ADVISORY COMMITT

ACCESSION NUMBERS: ED056175 VT013941

PUBLICATION DATE: MAY71

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE. LEARNER'S MANUAL.

DESCRIPTOR: *LAW ENFORCEMENT; *POLICE SEMINARS; MANUALS; *STUDY GUIDES; JOB TRAINING; INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; BIBLIOGRAPHIES; *TRADE AND INDUSTRIAL EDUCATION; OFFICER PERSONNEL

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$19.74

DESCRIPTIVE NOTE: 596P.1971 REVISION

ISSUE: ARM SPRING1972

DEVELOPED BY THE STATE DIVISION OF VOCATIONAL EDUCATION, THIS LEARNER'S MANUAL IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. THE OBJECTIVES OF THIS PROGRAM ARE TO DETERMINE LOCAL, COUNTY, REGIONAL AND STATE NEEDS, TO IMPLEMENT A PROGRAM TO MEET THESE NEEDS ON A CONTINUING BASIS, AND TO IMPROVE THE COMPETENCIES AND SKILLS OF LOCAL LAW ENFORCEMENT PERSONNEL. LINE DRAWINGS AND PHOTOGRAPHS SUPPLEMENT THE TEXT, AND SPACE IS PROVIDED FOR WRITING IN NOTES. A SAMPLE OF THE 37 TOPICS INCLUDE: (1) HANDLING FELONIES, (2) ARRESTING, (3) CRIME-PREVENTION, (4) REPORT WRITING, (5) EMERGENCY CARE-FIRST AID, STANDARD RED CROSS, CHILD BIRTH, (6) LIQUOR LAW ENFORCEMENT, AND (7) NARCOTICS. A 63-ITEM APPENDIX AND A BIBLIOGRAPHY PROVIDE RESOURCE MATERIAL. A RELATED DOCUMENT, THE INSTRUCTOR'S MANUAL, IS AVAILABLE AS VT 013 940 IN THIS ISSUE. (GEB)|

AVAILABILITY: OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($4.00)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.

ACCESSION NUMBERS: ED056174 VT013940

PUBLICATION DATE: JAN71

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE. A UNIT OF THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM. INSTRUCTOR'S MANUAL.

DESCRIPTOR: *LAW ENFORCEMENT; *POLICE SEMINARS; *TEACHING GUIDES; JOB TRAINING; INSTRUCTIONAL MATERIALS; *RESOURCE MATERIALS; BIBLIOGRAPHIES; *TRADE AND INDUSTRIAL EDUCATION; OFFICER PERSONNEL; MANUALS

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$29.01

DESCRIPTIVE NOTE: 819P.1971 REVISION

ISSUE: ARM SPRING1972

DEVELOPED BY THE STATE DIVISION OF VOCATIONAL EDUCATION WITH THE HELP OF QUALIFIED CONSULTANTS, THIS INSTRUCTOR'S MANUAL IS FOR USE IN TEACHING THE FUNDAMENTAL LAW ENFORCEMENT PROCEDURES. SUGGESTED TIME ALLOTMENT, TEACHING GUIDES, AND PRESENTATION METHODS ARE INCLUDED FOR EACH OF THE TRAINING PROCEDURES. LINE DRAWINGS AND PHOTOGRAPHS SUPPLEMENT THE TEXT, AND SPACE IS PROVIDED FOR WRITING IN NOTES. A SAMPLE OF THE 37 TOPICS INCLUDE: (1) HANDLING FELONIES, (2) ARRESTING, (3) CRIME PREVENTION, (4) REPORT WRITING, (5) EMERGENCY CARE--FIRST AID, STANDARD RED CROSS, CHILD BIRTH, (6) LIQUOR LAW ENFORCEMENT, AND (7) NARCOTICS. A 63-ITEM APPENDIX AND A BIBLIOGRAPHY PROVIDE RESOURCE MATERIAL. A RELATED DOCUMENT, THE LEARNER'S MANUAL, IS AVAILABLE AS VT 013 941 IN THIS ISSUE. (GEB)

AVAILABILITY: OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($8.25)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.

PRINT(ALL)ALL

ACCESSION NUMBERS: ED045813 VT011932

PUBLICATION DATE: NOV 70

TITLE: REVIEW AND ANALYSIS OF CURRICULA FOR OCCUPATIONS IN PUBLIC SERVICES. INFORMATION SERIES NO. 29.

PERSONAL AUTHOR: LEWIS, WILEY R.

INSTITUTION CODE: OHE67355

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: BIBLIOGRAPHIES; *CURRICULUM DEVELOPMENT; CURRICULUM EVALUATION; CURRICULUM PLANNING; EDUCATIONAL NEEDS; EMPLOYMENT QUALIFICATIONS; FIRE FIGHTERS; GOVERNMENT EMPLOYEES; JOB SKILLS; POLICE; PROBATION OFFICERS; *RESEARCH REVIEWS (PUBLICATIONS); *SERVICE OCCUPATIONS; SOCIAL WORKERS; SUBPROFESSIONALS; SYSTEMS ANALYSIS; *VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.05

DESCRIPTIVE NOTE: 39P.

ISSUE: RIEAPR71

TO IDENTIFY MAJOR FINDINGS, PROMISING DEVELOPMENTS, STRATEGIES, AND METHODOLOGICAL STRENGTHS AND WEAKNESSES WHICH EXIST IN CURRICULA DESIGNED FOR TRAINING PARAPROFESSIONAL PUBLIC SERVICE WORKERS IN THE FIELDS OF EDUCATION, SOCIAL WORK, LAW ENFORCEMENT, AND FIRE FIGHTING, A REVIEW AND ANALYSIS WAS MADE OF EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) PUBLICATIONS AND NON-ERIC PUBLICATIONS. TO CORRECT AN IMBALANCE OF TOO MANY LOW SKILLED WORKERS AND TOO FEW SKILLED WORKERS, EDUCATIONAL PROGRAMS BASED ON OCCUPATIONAL ANALYSIS AND STUDENT NEEDS SHOULD BE DEVISED TO PREPARE LOW SKILLED WORKERS FOR AVAILABLE OCCUPATIONS. BASED ON PROJECTED EMPLOYMENT OPPORTUNITIES, PRIMARY CONSIDERATION SHOULD BE GIVEN TO PROGRAMS IN SOCIAL WORK AND LAW ENFORCEMENT AND THEN EDUCATION AND FIREFIGHTING. WHILE CURRICULA AND CURRICULUM MATERIALS ARE AVAILABLE FOR THE FOUR FIELDS, IMPROVEMENTS ARE NEEDED AND CHANGES WILL BE NECESSARY. TO ACCOMPLISH THIS, CURRICULA SHOULD BE DEVELOPED AND EVALUATED THROUGH AN EDUCATIONAL PLANNING SYSTEM WHICH INVOLVES OCCUPATIONAL ANALYSIS, PROGRAM PLANNING, PROGRAM DEVELOPMENT AND TESTING, AND DOCUMENTATION AND DISSEMINATION OF RESULTS. OTHER IMPROVEMENTS WILL ALSO BE NEEDED IN THE AREAS OF COUNSELING, RECRUITING STUDENTS, AND EXPANDING PRESENT PROGRAMS. (SB)

AVAILABILITY: THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 1900 KENNY ROAD, COLUMBUS, OHIO 43210

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED036658 VT010503

PUBLICATION DATE: 68

TITLE: LAW ENFORCEMENT EDUCATION: A SURVEY AND DISCUSSION OF LAW ENFORCEMENT EDUCATION IN THE UNITED STATES.

PERSONAL AUTHOR: CROCKETT, THOMPSON S.

INSTITUTION CODE: BBB03061

DESCRIPTOR: *COLLEGES; CURRICULUM; *EDUCATION; *LAW ENFORCEMENT; QUESTIONNAIRES; STATISTICAL DATA; *SURVEYS; TABLES (DATA)

EDRS PRICE: EDRS PRICE MF-$1.00 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 238P.

ISSUE: RIEJUN70

TO COLLECT AND DISSEMINATE INFORMATION CONCERNING LAW ENFORCEMENT EDUCATION IN THE UNITED STATES, QUESTIONNAIRES WERE MAILED TO 362 COLLEGES AND UNIVERSITIES WITH 257 RETURNING THE FORMS. A TOTAL OF 261 LAW ENFORCEMENT PROGRAMS WERE OFFERED AT 234 SEPARATE EDUCATIONAL INSTITUTIONS, WITH 199 ASSOCIATE, 44 BACCALAUREATE, 13 MASTER'S, AND 5 DOCTORATE DEGREE PROGRAMS OFFERED. TEN STATES DID NOT PROVIDE ANY DEGREE PROGRAMS AT THEIR COLLEGES AND UNIVERSITIES. THE NUMBER OF LAW ENFORCEMENT PROGRAMS INCREASED 306 PERCENT FROM 1961 TO 1968 AND ENROLLMENT IN THE PROGRAMS ROSE 147 PERCENT FROM 1954 TO 1967. FOR THE PURPOSE OF THIS STUDY, SCHOOLS WERE CONSIDERED TO HAVE LAW ENFORCEMENT PROGRAMS IF THEY OFFERED PROFESSIONAL COURSES PROVIDING A REASONABLY COMPLETE CORE OF KNOWLEDGE IN THE AREA OF LAW ENFORCEMENT OR POLICE FUNCTIONS. (BC)

AVAILABILITY: INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, 1319 18TH STREET, N.W., WASHINGTON, D.C. 20036 ($3.00)

INSTITUTION NAME: INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, INC. WASHINGTON, D.C.

ACCESSION NUMBERS: ED025468 SP002034

PUBLICATION DATE: AUG 68

TITLE: NEW CAREERS: GENERIC ISSUES IN THE HUMAN SERVICES. A SOURCEBOOK FOR TRAINERS.

PERSONAL AUTHOR: SHATZ, EUNICE; AND OTHERS

INSTITUTION CODE: BBBB0438

SPONSORING AGENCY CODE: BBBB0439

DESCRIPTOR: BASIC SKILLS; COMMUNICATION SKILLS; COMMUNITY STUDY; CONSUMER EDUCATION; EDUCATIONAL OPPORTUNITIES; GROUP DYNAMICS; HUMAN DEVELOPMENT; HUMAN RELATIONS; *HUMAN SERVICES; INTERPERSONAL RELATIONSHIP; JOB TRAINING; LAW INSTRUCTION; *MANPOWER DEVELOPMENT; MANUALS; MODELS; NEGROES; *NONPROFESSIONAL PERSONNEL; *PROGRAM CONTENT; RESPONSIBILITY; SKILL DEVELOPMENT; SMALL GROUP INSTRUCTION; SOCIAL SERVICES; *TRAINING TECHNIQUES; VOCATIONAL ADJUSTMENT

IDENTIFIER: CORE GROUP; *NEW CAREERS PROGRAM

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$3.75

DESCRIPTIVE NOTE: 73P.

ISSUE: RIEMAY69

DESIGNED FOR USE BY TRAINERS IN PREPARING UNSKILLED WORKERS WITH MINIMUM EDUCATION (AT LEAST FOURTH GRADE READING ABILITY) FOR ENTRY AS NONPROFESSIONALS IN HUMAN SERVICES, THIS MANUAL IS ORGANIZED AROUND THE CORE OF UNDERSTANDING OF INDIVIDUAL AND GROUP BEHAVIOR AND NEEDS AND OF METHODS OF INTERVIEWING OR OBTAINING AND RECORDING INFORMATION NEEDED BY ALL SOCIAL SERVICE AIDES; IT IS INTENDED AS A BASIS FOR SMALL GROUP DISCUSSIONS OCCURRING SIMULTANEOUSLY WITH THE SPECIALTY SKILL AND ON-THE-JOB TRAINING COMPONENTS OF THE NEW CAREERS PROGRAM. (AN ACCOMPANYING MANUAL FOR TRAINEES IS ALSO AVAILABLE.) THE GENERIC ISSUES PRESENTED CONCERN INDIVIDUAL GROWTH AND DEVELOPMENT (PRACTICAL SKILLS INCLUDING REMEDIATION AND INTERVIEWING SKILLS) AND THE INDIVIDUAL AND HIS RELATIONSHIP TO WORK, PEOPLE (HUMAN GROWTH AND DEVELOPMENT, HUMAN BEHAVIOR AND NEEDS, COMMUNICATION SKILLS, AND GROUP PROCESS), AND THE COMMUNITY (COMMUNITY STRUCTURE, POVERTY, THE NEGRO, LAW AND SOCIETY, AND CONSUMER EDUCATION). THE TOPICS ARE ACCOMPANIED BY OBJECTIVES, CONTENT OUTLINES, AND BIBLIOGRAPHIES. ALSO INCLUDED ARE A GLOSSARY, EXPLANATION OF THE NEW CAREERS APPROACH WITH SUGGESTIONS FOR USING THE MANUAL AND FOR OPERATING A PROGRAM, TRAINING TIPS, AND SECTIONS ON FIELD TRIPS AND DEVELOPMENT OF ATTITUDES AND RESPONSIBILITIES. APPENDED ARE A BASIC BIBLIOGRAPHY AND LIST OF MATERIALS FOR TRAINERS AND AN EXPLICATION OF THE FUNDAMENTALS OF THE NEW CAREERS MODEL. (SG)

AVAILABILITY: NEW CAREERS INST., UNIV. RES. CORPORATION, 1424 16TH ST., N.W., WASHINGTON, D.C. 20036.

INSTITUTION NAME: UNIVERSITY RESEARCH CORP., WASHINGTON, D.C. INFORMATION CLEARINGHOUSE.

SPONSORING AGENCY NAME: MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF WORK-TRAINING PROGRAMS.

ACCESSION NUMBERS: ED024879 AC003020

PUBLICATION DATE: 66

TITLE: HANDBOOK OF TRAINING IN THE PUBLIC SERVICE.

PERSONAL AUTHOR: STARR, JOSEPH R.

INSTITUTION CODE: BBB00913

DESCRIPTOR: CONTINUING EDUCATION CENTERS; CURRICULUM; *DEVELOPING NATIONS; EDUCATIONAL NEEDS; FINANCIAL SUPPORT; *GOVERNMENT EMPLOYEES; INSTITUTES (TRAINING PROGRAMS); MANAGEMENT DEVELOPMENT; PERSONNEL SELECTION; *PUBLIC ADMINISTRATION EDUCATION; *PUBLIC OFFICIALS; RESEARCH; STUDY ABROAD; *TEACHING METHODS; TESTS; UNIVERSITIES

IDENTIFIER: *UNITED NATIONS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 317P.

ISSUE: RIEMAY69

INTENDED PRIMARILY FOR OFFICERS RESPONSIBLE FOR ORGANIZING AND CONDUCTING TRAINING FOR CIVIL SERVANTS IN DEVELOPING COUNTRIES BUT USEFUL ALSO IN HIGHLY INDUSTRIALIZED NATIONS, THIS HANDBOOK DISCUSSES THE PRINCIPAL KINDS OF TRAINING INSTITUTIONS, THEIR MISSIONS AND FUNCTIONS, AND THEIR INTERNAL ORGANIZATION AND OPERATIONAL PROBLEMS. IT DRAWS ON THE REPORTS OF UNITED NATIONS EXPERTS WHO SERVED IN TECHNICAL ASSISTANCE PROGRAMS AND THE REPORTS OF SEMINARS, CONFERENCES, AND WORKSHOPS CONDUCTED BY THE UNITED NATIONS AND COVERS TRAINING BEFORE ENTERING CIVIL SERVICE; INSERVICE TRAINING; ORGANIZATION AND COORDINATION OF TRAINING PROGRAMS; OPERATIONAL PROBLEMS IN TRAINING; AND TRAINING METHODS, AIDS, AND MATERIALS. APPENDIXES INCLUDE A CLASSIFICATION OF TRAINING; STANDARDS FOR PLANNING PROGRAMS; A CHECKLIST FOR TRAINING OPERATIONS, MATERIALS, AND PERSONNEL; AND A BIBLIOGRAPHY FOR FURTHER RESEARCH BY TRAINING OFFICERS. THERE ARE EXTENSIVE REFERENCES AND SEVEN TABLES. THIS DOCUMENT IS SUPPLEMENTED BY AC 002 977, "LOCAL GOVERNMENT TRAINING." (JF)

AVAILABILITY: UNITED NATIONS, SALES SECTION, NEW YORK, N. Y. (SALES NO: 66.II.H.1, $4.00)

INSTITUTION NAME: UNITED NATIONS, NEW YORK, N.Y. DEPT. OF ECONOMIC AND SOCIAL AFFAIRS.

ACCESSION NUMBERS: ED056175 VT013941

PUBLICATION DATE: MAY 71

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, LEARNER'S MANUAL.

INSTITUTION CODE: RUE67080

DESCRIPTOR: BIBLIOGRAPHIES; INSTRUCTIONAL MATERIALS; JOB TRAINING; *LAW ENFORCEMENT; MANUALS; OFFICER PERSONNEL; *POLICE SEMINARS; *RESOURCE MATERIALS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$19.74

DESCRIPTIVE NOTE: 596P.; 1971 REVISION

ISSUE: RIEFEB72

DEVELOPED BY THE STATE DIVISION OF VOCATIONAL EDUCATION, THIS LEARNER'S MANUAL IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. THE OBJECTIVES OF THIS PROGRAM ARE TO DETERMINE LOCAL, COUNTY, REGIONAL AND STATE NEEDS, TO IMPLEMENT A PROGRAM TO MEET THESE NEEDS ON A CONTINUING BASIS, AND TO IMPROVE THE COMPETENCIES AND SKILLS OF LOCAL LAW ENFORCEMENT PERSONNEL. LINE DRAWINGS AND PHOTOGRAPHS SUPPLEMENT THE TEXT, AND SPACE IS PROVIDED FOR WRITING IN NOTES. A SAMPLE OF THE 37 TOPICS INCLUDE: (1) HANDLING FELONIES, (2) ARRESTING, (3) CRIME-PREVENTION, (4) REPORT WRITING, (5) EMERGENCY CARE-FIRST AID, STANDARD RED CROSS, CHILD BIRTH, (6) LIQUOR LAW ENFORCEMENT, AND (7) NARCOTICS. A 63-ITEM APPENDIX AND A BIBLIOGRAPHY PROVIDE RESOURCE MATERIAL. A RELATED DOCUMENT, THE INSTRUCTOR'S MANUAL, IS AVAILABLE AS VT 013 940 IN THIS ISSUE. (GER)

AVAILABILITY: OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($4.00)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.

ACCESSION NUMBERS: ED056174 VT013940

PUBLICATION DATE: JAN 71

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE. A UNIT OF THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM. INSTRUCTOR'S MANUAL.

INSTITUTION CODE: RUE67080

DESCRIPTOR: BIBLIOGRAPHIES; INSTRUCTIONAL MATERIALS; JOB TRAINING; *LAW ENFORCEMENT; MANUALS; OFFICER PERSONNEL; *POLICE SEMINARS; *RESOURCE MATERIALS; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$29.61

DESCRIPTIVE NOTE: 815P.; 1971 REVISION

ISSUE: RIEFEB72

DEVELOPED BY THE STATE DIVISION OF VOCATIONAL EDUCATION WITH THE HELP OF QUALIFIED CONSULTANTS, THIS INSTRUCTOR'S MANUAL IS FOR USE IN TEACHING THE FUNDAMENTAL LAW ENFORCEMENT PROCEDURES. SUGGESTED TIME ALLOTMENT, TEACHING GUIDES, AND PRESENTATION METHODS ARE INCLUDED FOR EACH OF THE TRAINING PROCEDURES. LINE DRAWINGS AND PHOTOGRAPHS SUPPLEMENT THE TEXT, AND SPACE IS PROVIDED FOR WRITING IN NOTES. A SAMPLE OF THE 37 TOPICS INCLUDE: (1) HANDLING FELONIES, (2) ARRESTING, (3) CRIME PREVENTION, (4) REPORT WRITING, (5) EMERGENCY CARE--FIRST AID, STANDARD RED CROSS, CHILD BIRTH, (6) LIQUOR LAW ENFORCEMENT, AND (7) NARCOTICS. A 63-ITEM APPENDIX AND A BIBLIOGRAPHY PROVIDE RESOURCE MATERIAL. A RELATED DOCUMENT, THE LEARNER'S MANUAL, IS AVAILABLE AS VT 013 941 IN THIS ISSUE. (GEB)

AVAILABILITY: OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 ($8.25)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.

ACCESSION NUMBERS: ED055170 VT013770

PUBLICATION DATE: SEP 68

TITLE: A BIBLIOGRAPHY ON POLICE ADMINISTRATION.

INSTITUTION CODE: JIM65399

DESCRIPTOR: ADMINISTRATION; *ANNOTATED BIBLIOGRAPHIES; *BIBLIOGRAPHIES; *LAW ENFORCEMENT; PERIODICALS; *POLICE ACTION; *REFERENCE MATERIALS; RESOURCE MATERIALS

EDRS PRICE: EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 31P.

ISSUE: RIEJAN72

THE CONTENTS OF THIS BIBLIOGRAPHY, COMPILED BY THE TRANSPORTATION CENTER LIBRARY, ARE DIVIDED INTO NINE MAJOR DIVISIONS. THE FIRST FIVE CONTAIN BIBLIOGRAPHIES RELATING TO: (1) POLICE-GENERAL, (2) POLICE ADMINISTRATION, (3) POLICE PATROL, (4) POLICE PERSONNEL, AND (5) TRAFFIC. THE REMAINING SECTIONS CONTAIN A LIST OF REFERENCE SOURCES, ACCESSION LISTS, PERIODICALS, AND PUBLISHERS ADDRESSES. MOST OF THE BIBLIOGRAPHIES ARE PROVIDED WITH AN ANNOTATION. (GEB)

AVAILABILITY: TRAFFIC INSTITUTE, NORTHWESTERN UNIVERSITY, 405 CHURCH STREET, EVANSTON, ILLINOIS 60204 ($1.25)

INSTITUTION NAME: NORTHWESTERN UNIV., EVANSTON, ILL.

ACCESSION NUMBERS: ED052375 VT013598

PUBLICATION DATE: 70

TITLE: TEXAS LAWS OF ARREST: A COMPREHENSIVE MANUAL FOR THE LAW ENFORCEMENT OFFICER. CRIMINAL JUSTICE MONOGRAPH VOL. II, NO. 5.

PERSONAL AUTHOR: HEATH, EDWIN DALE, JR.; AND OTHERS

INSTITUTION CODE: 88803720

DESCRIPTOR: FEDERAL LEGISLATION; *LAW ENFORCEMENT; *LEGAL PROBLEMS; *LEGAL RESPONSIBILITY; *MANUALS; POLICE ACTION; POWER STRUCTURE; PROGRAM DESCRIPTIONS; *STATE LAWS; STATE LEGISLATION; VOCATIONAL EDUCATION

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 107P.

ISSUE: RIEOCT71

THE PURPOSE OF THIS STUDY WAS TO DEVELOP A MANUAL ON THE TEXAS LAWS OF ARREST FOR USE BY STATE AND LOCAL LAW ENFORCEMENT OFFICERS. IT IS NOT INTENDED TO BE A LEGAL TREATISE, ALTHOUGH PERTINENT STATUTES AND COURT DECISIONS ARE REVIEWED AND SUGGESTIONS MADE FOR LEGISLATIVE CHANGE. A BRIEF HISTORY OF THE LAWS OF ARREST IS PRESENTED, TOGETHER WITH A REVIEW OF THE CONSTITUTIONAL LIMITATIONS ON THE POWER OF THE LAW ENFORCEMENT OFFICER. THE STUDY FOCUSES ON THE FOLLOWING PRIMARY AREAS OF CONCERN: (1) DEFINITION, HISTORY AND ELEMENTS OF ARREST, (2) AUTHORITY TO MAKE ARREST, (3) CONSTITUTIONAL LIMITATIONS ON THE POWER TO ARREST, (4) ARREST WITH WARRANT, (5) ARREST WITHOUT WARRANT, (6) ANCILLARY ARREST AUTHORITY, (7) USE OF FORCE, (8) IMMUNITY FROM ARREST, (9) DISPOSITION PROCEDURES FOLLOWING ARREST, AND (10) PROBLEMS RELATING TO UNLAWFUL ARREST. EXISTING "MODEL" LEGISLATION IS PRESENTED, INCLUDING THE UNIFORM ARREST ACT AND THE MODEL STATE STATUTE ON "STOP AND FRISK." (AUTHOR/GEB)

AVAILABILITY: INSTITUTE OF CONTEMPORARY CORRECTIONS AND THE BEHAVIORAL SCIENCES, SAM HOUSTON STATE UNIVERSITY, HUNTSVILLE, TEXAS 77340

INSTITUTION NAME: SAM HOUSTON STATE COLL., HUNTSVILLE, TEX. INST. OF CONTEMPORARY CORRECTIONS AND THE BEHAVIORAL SCIENCES.

ACCESSION NUMBERS: ED051410 VT013315

PUBLICATION DATE: JAN 71

TITLE: EXPANSION OF VOCATIONAL-TECHNICAL SCHOOL PROGRAMS TO ACCOMMODATE HIGHWAY SAFETY MANPOWER REQUIREMENTS. VOLUME IV.

PERSONAL AUTHOR: DAUGHERTY, RONALD D.; AND OTHERS

INSTITUTION CODE: RUE67355

SPONSORING AGENCY CODE: B9803831

DESCRIPTOR: CURRICULUM GUIDES; *EDUCATIONAL NEEDS; *GOVERNMENT EMPLOYEES; *MANPOWER NEEDS; OCCUPATIONAL INFORMATION; STATE PROGRAMS; TRAFFIC CONTROL; *TRAFFIC SAFETY; *TRANSPORTATION

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$6.58

DESCRIPTIVE NOTE: 178P.

ISSUE: RIESEP71

THIS FINAL VOLUME OF A FOUR-VOLUME STUDY CONSIDERS THE NEED FOR PERSONNEL FOR TRAFFIC CONTROL, POLICE TRAFFIC SERVICES, PEDESTRIAN SAFETY, SCHOOL BUS SAFETY, AND DEBRIS HAZARD CONTROL AND CLEANUP. TRAINING REQUIREMENTS TO MEET NATIONAL OBJECTIVES ARE DISCUSSED, IN TERMS OF CURRICULUM, STAFFING, STUDENT RECRUITMENT, FACILITIES, EQUIPMENT AND ENROLLMENT. COURSE OUTLINES ARE APPENDED. THIS VOLUME IS ONE OF A SERIES ON HIGHWAY SAFETY ACTIVITIES AVAILABLE AS VT 013 312-013 315 IN THIS ISSUE. (BH)

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

SPONSORING AGENCY NAME: DEPARTMENT OF TRANSPORTATION, WASHINGTON, D.C. NATIONAL HIGHWAY SAFETY BUREAU.

ACCESSION NUMBERS: ED051409 VT013314

PUBLICATION DATE: JAN 71

TITLE: EXPANSION OF VOCATIONAL-TECHNICAL SCHOOL PROGRAMS TO ACCOMMODATE HIGHWAY SAFETY MANPOWER REQUIREMENTS. VOLUME III.

PERSONAL AUTHOR: DAUGHERTY, RONALD D.; AND OTHERS

INSTITUTION CODE: RUE67355

SPONSORING AGENCY CODE: RBB03831

DESCRIPTOR: CURRICULUM GUIDES; *EDUCATIONAL NEEDS; EMERGENCY SQUAD PERSONNEL; *GOVERNMENT EMPLOYEES; HIGHWAY ENGINEERING AIDES; *MANPOWER NEEDS; OCCUPATIONAL INFORMATION; STATE PROGRAMS; TECHNICAL EDUCATION; TRAFFIC ACCIDENTS; *TRAFFIC SAFETY; *TRANSPORTATION; VOCATIONAL EDUCATION

IDENTIFIER: *DRINKING DRIVERS

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$6.58

DESCRIPTIVE NOTE: 146P.

ISSUE: RIESEP71

PART OF A FOUR-VOLUME STUDY ON HIGHWAY SAFETY ACTIVITIES, THIS REPORT DESCRIBES THE NEED FOR BREATH EXAMINERS, ACCIDENT INVESTIGATORS, EMERGENCY MEDICAL TECHNICIANS, AND HIGHWAY ENGINEERING PERSONNEL. TRAINING NEEDS ARE DISCUSSED, IN THE CONTEXT OF CURRICULUM, STAFFING, STUDENT RECRUITMENT, FACILITIES, EQUIPMENT, ENROLLMENT, AND NATIONAL OBJECTIVES. COURSE OUTLINES ARE APPENDED. THIS VOLUME IS ONE OF A SERIES AVAILABLE AS VT 013 312-013 315. (BH)

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

SPONSORING AGENCY NAME: DEPARTMENT OF TRANSPORTATION, WASHINGTON, D.C. NATIONAL HIGHWAY SAFETY BUREAU.

ACCESSION NUMBERS: ED051409 VT013313

PUBLICATION DATE: DEC 70

TITLE: EXPANSION OF VOCATIONAL-TECHNICAL SCHOOL PROGRAMS TO ACCOMMODATE HIGHWAY SAFETY MANPOWER REQUIREMENTS. VOLUME II.

PERSONAL AUTHOR: DAUGHERTY, RONALD D.; AND OTHERS

INSTITUTION CODE: RUE67355

SPONSORING AGENCY CODE: BB303831

DESCRIPTOR: CURRICULUM GUIDES; DRIVER EDUCATION; *EDUCATIONAL NEEDS; *GOVERNMENT EMPLOYEES; INSPECTION; *MANPOWER NEEDS; MOTOR VEHICLES; OCCUPATIONAL INFORMATION; STATE PROGRAMS; TRAFFIC REGULATIONS; *TRAFFIC SAFETY; *TRANSPORTATION

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$6.58

DESCRIPTIVE NOTE: 122P.

ISSUE: RIESEP71

THIS SECOND VOLUME OF A FOUR-VOLUME REPORT COVERS MANPOWER NEEDS IN MOTOR VEHICLE INSPECTION AND REGISTRATION, MOTORCYCLE SAFETY, DRIVER EDUCATION, DRIVER LICENSING, TRAFFIC COURT, AND CODES AND LAWS. ASPECTS OF TRAINING SUCH AS STAFFING, STUDENT RECRUITMENT, ENROLLMENTS, FACILITIES, EQUIPMENT, AND CURRICULUM ARE DISCUSSED. COURSE OUTLINES ARE APPENDED. THIS VOLUME IS PART OF A SERIES ON HIGHWAY SAFETY ACTIVITIES AVAILABLE AS VT 013 312-013 315 IN THIS ISSUE. (BH)

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

SPONSORING AGENCY NAME: DEPARTMENT OF TRANSPORTATION, WASHINGTON, D.C. NATIONAL HIGHWAY SAFETY BUREAU.

ACCESSION NUMBERS: ED051406 VT013301

PUBLICATION DATE: 70

TITLE: TEXAS LAW ENFORCEMENT INSERVICE TRAINING: A SURVEY AND MANUAL FOR IMPROVEMENT OF INSERVICE TRAINING.

PERSONAL AUTHOR: BENSON, HOWARD D.; AND OTHERS

INSTITUTION CODE: BBB04890

DESCRIPTOR: *INSERVICE PROGRAMS; *LAW ENFORCEMENT; *MANUALS; *POLICE; *PROGRAM DEVELOPMENT; PROGRAM PLANNING; STATE SURVEYS; VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$6.58

DESCRIPTIVE NOTE: 120P.; CRIMINAL JUSTICE MONOGRAPH, VOL II, NO 2

ISSUE: RIESEP71

THIS DOCUMENT IS BOTH A SURVEY OF INSERVICE TRAINING PRACTICES FOR POLICE OFFICERS IN THE STATE OF TEXAS AND A MANUAL FOR USE IN THE TRAINING AND EDUCATION OF POLICE OFFICERS. THE SURVEY INDICATES THAT CONTINUOUS TRAINING FOR TEXAS PEACE OFFICERS IS FAR FROM SUFFICIENT WHILE THE MANUAL PROVIDES INFORMATION ON DEVELOPING AND IMPROVING INSERVICE TRAINING PROGRAMS. SPECIFIC CHAPTERS ARE: (1) POLICE TRAINING IN TEXAS, (2) POLICE TRAINING AND EDUCATION, (3) PLANNING INSERVICE TRAINING, (4) DEPARTMENTAL POLICE TRAINING, AND (5) CONCLUSIONS AND RECOMMENDATIONS. SUPPLEMENTAL DATA ARE APPENDED. (JS)

INSTITUTION NAME: SAM HOUSTON STATE UNIV., HUNTSVILLE, TEX. INST. OF CONTEMPORARY CORRECTIONS AND THE BEHAVIORAL SCIENCES.

ACCESSION NUMBERS: ED027426 VT007932

TITLE: NEW CAREERS: THE PATROLMAN AIDE. TRAINEE'S MANUAL.

PERSONAL AUTHOR: WHITE, RICHARDSON; STEIN, JOHN H.

INSTITUTION CODE: BBB00634

SPONSORING AGENCY CODE: BBB00439

DESCRIPTOR: *LAW ENFORCEMENT; *POLICE; *STUDY GUIDES; *SUBPROFESSIONALS; WORKBOOKS

IDENTIFIER: *NEW CAREERS PROGRAMS; PATROLMAN AIDE

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$7.45

DESCRIPTIVE NOTE: 147P.

ISSUE: RIEJUL69

INTENDED FOR TRAINEE USE DURING THE PROGRAM AND A FUTURE REFERENCE TOOL, THE MANUAL IS IN WORKBOOK FORMAT WITH A CURRICULUM CORRESPONDING TO THE TRAINER'S MANUAL (VT 007 910), A RELATED DOCUMENT. THE FIRST SECTION, "GENERIC ISSUES IN THE ADMINISTRATION OF JUSTICE," DEALS WITH AN INTRODUCTION TO THE ADMINISTRATION OF JUSTICE, AND TO THE CIVIL, ADMINISTRATIVE, JUVENILE, AND CRIMINAL JUSTICE SYSTEMS. THE SECOND SECTION, "SPECIALTY SKILLS TRAINING," COVERS DEPARTMENTAL ORGANIZATION AND OPERATION, PREVENTIVE PATROL TECHNIQUES, INVESTIGATIVE TECHNIQUES, TRAFFIC DIRECTION AND CONTROL, ARRESTS AND SEARCHES, DELINQUENCY PREVENTION AND CONTROL, THE POLICE AND THE PUBLIC, AND TESTIFYING IN COURT. (JK)

INSTITUTION NAME: UNIVERSITY RESEARCH CORP., WASHINGTON, D.C.

SPONSORING AGENCY NAME: MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF WORK-TRAINING PROGRAMS.

ACCESSION NUMBERS: ED027422 VT007910

PUBLICATION DATE: SEP 68

TITLE: NEW CAREERS: THE PATROLMAN AIDE. TRAINER'S MANUAL.

PERSONAL AUTHOR: WHITE, RICHARDSON, JR.; STEIN, JOHN H.

INSTITUTION CODE: BBB01345

SPONSORING AGENCY CODE: BBB00439

DESCRIPTOR: COURSE CONTENT; EDUCATIONAL OBJECTIVES; *LAW ENFORCEMENT; LEARNING ACTIVITIES; *POLICE; PROGRAM DEVELOPMENT; *PROGRAM GUIDES; *SUBPROFESSIONALS; *TEACHING GUIDES

IDENTIFIER: *NEW CAREERS PROGRAMS; PATROLMAN AIDE

EDRS PRICE: EDRS PRICE MF-$1.25 HC-$13.60

DESCRIPTIVE NOTE: 270P.

ISSUE: RIEJUL69

DESIGNED TO ASSIST IN DEVELOPING A TRAINING PROGRAM TO EQUIP UNEMPLOYED AND UNDEREMPLOYED PERSONS WITH THE SKILLS NEEDED FOR HELPING PATROLMEN TO PROVIDE COMMUNITY SERVICE, THE MANUAL DISCUSSES SEVERAL ASPECTS OF IMPLEMENTING THE TRAINING PROGRAM IN THE FIRST FOUR CHAPTERS: "NEW CAREERS AND LAW ENFORCEMENT," "RELEVANCE OF NEW CAREERS TO LAW ENFORCEMENT," "PROBLEMS IN IMPLEMENTATION," AND "GUIDELINES FOR PATROLMAN AIDE TRAINING." THE FIFTH CHAPTER, "BASIC ELEMENTS AND ISSUES IN THE ADMINISTRATION OF JUSTICE" PRESENTS AN INTRODUCTORY CURRICULUM WHICH CONSISTS OF A COMMON BODY OF KNOWLEDGE FOR LAW ENFORCEMENT PERSONNEL, WHILE THE SIXTH CHAPTER "SPECIALTY SKILLS CURRICULUM" PRESENTS A SECOND CURRICULUM DEALING WITH THE PRACTICAL SKILLS REQUIRED OF THE TRAINEE FOR PERFORMANCE OF SPECIFIC DUTIES OF THE PATROLMAN AIDE. A MANUAL FOR TRAINEE'S AIDE (VT 007 932) IS A RELATED DOCUMENT. (JK)

INSTITUTION NAME: UNIVERSITY RESEARCH CORP., WASHINGTON, D.C. INFORMATION CLEARINGHOUSE ON NEW CAREERS.

SPONSORING AGENCY NAME: MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF WORK-TRAINING PROGRAMS.

ACCESSION NUMBERS: ED025645 VT007473

PROGRAM AREA: 08

PUBLICATION DATE: 67

TITLE: DEVELOPMENT OF MULTI-MEDIA PROGRAMMED INSTRUCTIONAL MATERIALS FOR THE TRAINING OF LAW ENFORCEMENT OFFICERS. INITIAL CURRICULUM STUDY.

PERSONAL AUTHOR: GREEN, RALPH; SCHAEFFER, GERALDINE

INSTITUTION CODE: QAT59178

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: *ADULT VOCATIONAL EDUCATION; *CURRICULUM DEVELOPMENT; CURRICULUM PROBLEMS; CURRICULUM RESEARCH; *LAW ENFORCEMENT; *LITERATURE REVIEWS; *NATIONAL SURVEYS; POLICE

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.45

DESCRIPTIVE NOTE: 87P.

ISSUE: RIEMAY69

THE PURPOSES OF THIS STUDY WERE TO DETERMINE WHAT INFORMATION ON BASIC POLICE TRAINING PROGRAMS WAS AVAILABLE AND TO DETERMINE THE STATUS OF SUCH POLICE TRAINING. A LITERATURE REVIEW WAS COMPLETED ON POLICE FUNCTIONS, POLICE TRAINING, BASIC POLICE TRAINING CURRICULUMS, PROFESSIONAL POLICE JOURNALS, AND CURRICULUM TEXTBOOKS. CHAPTER TITLES ARE "DESCRIPTION OF THE DISTRIBUTION OF POLICE TRAINING," "THE BASIC POLICE TRAINING CURRICULA," "THE EVALUATION OF CURRICULA." SOME BROAD CHARACTERISTICS OF POLICE TRAINING IN THE UNITED STATES INCLUDE: (1) A COUNTRY-WIDE EFFORT IS BEING MADE TO PROVIDE EFFECTIVE POLICE TRAINING, (2) PROGRAM QUALITY IS DIRECTLY PROPORTIONAL TO COMMUNITY SIZE, (3) CURRICULUMS ARE UNIFORM ACROSS THE COUNTRY, (4) CURRICULUMS ARE BASICALLY SKILLS ORIENTED, (5) BOTH FORMAL AND INFORMAL SYSTEMS OPERATE TO SELECT CONTENT, (6) CURRICULUMS ARE MOST OFTEN ORGANIZED ON THE BASIS OF SUBJECT MATTER, (7) THE TYPICAL EDUCATIONAL METHOD IS THE LECTURE, (8) CURRICULUM EVALUATION IS PRACTICALLY NONEXISTENT, (9) POLICE TRAINING LEADERS ARE AWARE OF NEEDED IMPROVEMENTS. (EM)

GRANT NUMBER: OEG-1-7-062840-2717

BUREAU NUMBER: BR-6-2840

INSTITUTION NAME: NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED026509 VT007472

PROGRAM AREA: 08

PUBLICATION DATE: SEP 68

TITLE: DEVELOPMENT OF MULTI-MEDIA PROGRAMMED INSTRUCTIONAL MATERIALS FOR THE TRAINING OF LAW ENFORCEMENT OFFICERS. FINAL REPORT.

PERSONAL AUTHOR: GREEN, RALPH; SCHAEFFER, GERALDINE

INSTITUTION CODE: OAT59178

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: *ADULT VOCATIONAL EDUCATION; *CURRICULUM DEVELOPMENT; CURRICULUM EVALUATION; CURRICULUM PROBLEMS; *CURRICULUM RESEARCH; *LAW ENFORCEMENT; *NATIONAL SURVEYS; POLICE; QUESTIONNAIRES

IDENTIFIER: PROJECT LAW ENFORCEMENT TRAINING

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$3.20

DESCRIPTIVE NOTE: 62P.

ISSUE: RIEJUN69

THE PURPOSE OF THIS PROJECT WAS TO IMPROVE BASIC POLICE TRAINING BY INVESTIGATING EXISTING CURRICULUMS AND PRODUCING STANDARDIZED INSTRUCTIONAL MATERIALS; HOWEVER, FUNDING TERMINATION DID NOT ALLOW THE LATTER. VT 007 473 IS A REPORT OF A LITERATURE AND CURRICULUM REVIEW FOR THIS PROJECT. FROM THIS REVIEW AND A RELATED STUDY 168 TOPICS WERE IDENTIFIED UNDER 12 POLICE TRAINING SUBJECT AREAS. ROUGH DRAFTS OF LESSON PLANS WERE MADE FOR TWO OF THESE AREAS. AN EXAMINATION OF THESE TOPICS RESULTED IN THE CONCLUSION THAT DIFFERENCES BETWEEN AGENCIES AND LOCALITIES PRECLUDED A VIABLE "NATIONAL" OR "MODEL" CURRICULUM FOR POLICE TRAINING. (EM)

GRANT NUMBER: OEG-1-7-062840-2717

BUREAU NUMBER: BR 6-2840

INSTITUTION NAME: NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED023909 VT007237

PROGRAM AREA: 24

PUBLICATION DATE: MAY 68

TITLE: THE RELATIONSHIP OF ADP TRAINING CURRICULUM AND METHODOLOGY IN FEDERAL GOVERNMENT. FINAL REPORT.

INSTITUTION CODE: EGK04665

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: COMPUTERS; CONFERENCE REPORTS; CURRICULUM; *CURRICULUM DEVELOPMENT; *DATA PROCESSING OCCUPATIONS; *EDUCATIONAL NEEDS; EDUCATIONAL OBJECTIVES; EDUCATIONAL PROGRAMS; *ELECTRONIC DATA PROCESSING; EMPLOYMENT STATISTICS; *FEDERAL GOVERNMENT; GOVERNMENT ROLE; MANAGEMENT EDUCATION; OCCUPATIONAL INFORMATION; SYSTEMS ANALYSTS

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.05

DESCRIPTIVE NOTE: 79P.

ISSUE: RIEMAR69

A CONFERENCE HELD IN WASHINGTON, D.C. IN MAY 1967, HAD AS ITS OBJECTIVE THE DETERMINATION OF RECOMMENDATIONS FOR THE ESTABLISHMENT OF AN EFFECTIVE AND EFFICIENT AUTOMATIC DATA PROCESSING (ADP) TRAINING PROGRAM UTILIZING NEW INSTRUCTIONAL METHODOLOGIES FOR COMPUTER SYSTEMS ANALYSTS AND MANAGERS IN THE FEDERAL GOVERNMENT. THE 45 PARTICIPANTS, INCLUDING SUBJECT MATTER SPECIALISTS, RESOURCE SPECIALISTS IN PROGRAMED INSTRUCTION, EDUCATIONAL TECHNOLOGY MANUFACTURERS, ADP TRAINING CONSULTING FIRMS, INDUSTRIAL FIRMS, AND FEDERAL GOVERNMENT OFFICIALS CONCERNED WITH THE ADMINISTRATION OF ADP PROGRAMS, ATTEMPTED TO DETERMINE BEHAVIORAL OBJECTIVES OR TRAINING DEVELOPMENT GOALS AND TO LIST THE SUBJECT MATTERS WHICH SHOULD BE CONTAINED IN THE TRAINING PROGRAMS. RECOMMENDATIONS OF THE CONFERENCE WERE TO DEVELOP THROUGH A PILOT PROJECT (1) A METHODOLOGY TO DETERMINE WHO NEEDS TRAINING IN ADP, (2) A SEQUENTIAL AND MODULAR ARRAY OF SUBJECT MATTER CURRICULUM, AND (3) A TECHNIQUE WHEREBY THE PRACTITIONER OR STUDENT COULD DIAGNOSE HIS NEEDS FOR TRAINING. SPECIFIC AREAS DISCUSSED INCLUDE: (1) THE ENVIRONMENT AND NEED FOR ADP TRAINING AND DEVELOPMENT. , (2) ADP TRAINING IN INDUSTRY AND IN HIGHER EDUCATION, (3) DEVELOPMENT (2) ADP TRAINING IN INDUSTRY AND IN HIGHER EDUCATION, (3) EDUCATIONAL MEDIA AND ADP TRAINING. (MM)

CONTRACT NUMBER: OEC-1-7-071059-3808

BUREAU NUMBER: BR-7-1059

INSTITUTION NAME: ASSOCIATION FOR EDUCATIONAL DATA SYSTEMS, WASHINGTON, D.C.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED013886 VT000935

PUBLICATION DATE: 63

TITLE: A STUDY TO DETERMINE THE NEED AND TYPE OF TRAINING PROGRAM FOR AGRICULTURAL PUBLIC SERVICE TECHNICIANS.

INSTITUTION CODE: CI055690

DESCRIPTOR: *AGRICULTURAL EDUCATION; *AGRICULTURAL TECHNICIANS; CURRICULUM; *EDUCATIONAL NEEDS; EMPLOYERS; *EMPLOYMENT OPPORTUNITIES; EQUIPMENT; GOVERNMENT (ADMINISTRATIVE BODY); JUNIOR COLLEGES; OCCUPATIONAL SURVEYS; OPINIONS; *TECHNICAL EDUCATION

IDENTIFIER: CALIFORNIA; MT. SAN ANTONIO COLLEGE

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.60

DESCRIPTIVE NOTE: 15P.

ISSUE: CURRENT

THE OBJECTIVE WAS TO STUDY AGRICULTURAL PUBLIC SERVICE TECHNICIANS IN THE STATE TO DETERMINE (1) THE NUMBER EMPLOYED BY FEDERAL, STATE, AND LOCAL AGENCIES, (2) EXISTING SHORTAGES, (3) THE TYPE OF TRAINING NEEDED, (4) DESIRABILITY OF TRAINING PROGRAM AT MT. SAN ANTONIO COLLEGE, (5) EQUIPMENT AND PROGRAMS NEEDED, AND (6) EQUIPMENT NEEDED IN A PROPOSED BUILDING. INFORMATION WAS GATHERED BY INTERVIEWS AND MEETINGS WITH FEDERAL, STATE, AND LOCAL AGENCY DEPARTMENT HEADS AND EMPLOYED TECHNICIANS. OVER 51 DIFFERENT KINDS OF JOBS EXISTED FOR TECHNICIANS WITH 2 YEARS OF TRAINING. OVER 400 PERSONS WERE EMPLOYED IN THESE JOBS. EMPLOYERS RECOMMENDED INSTRUCTION IN FERTILIZERS, PESTICIDES, INSECTICIDES, CHEMISTRY, STANDARDIZATION, VERTEBRATE PESTS, SOILS, BOTANY, WEEDS, TRUCK CROPS, AND AGRONOMY. IN ADDITION TO COURSES SUCH AS ENGLISH, HISTORY, AND MATHEMATICS, THE EMPLOYERS STRESSED HUMAN RELATIONS. NEED WAS INDICATED FOR BASIC TECHNICIAN PROGRAMS ORIENTED TOWARD ANIMAL SCIENCE, PLANT SCIENCE, AND AGRICULTURAL ENGINEERING. (JM)

INSTITUTION NAME: MOUNT SAN ANTONIO COLL., WALNUT, CALIF.

ACCESSION NUMBERS: ED016028 VT000693

PUBLICATION DATE: DEC65

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, UNIT II, INSTRUCTOR'S MANUAL.

PERSONAL AUTHOR: REESE, ROBERT M. ; AND OTHERS

INSTITUTION CODE: RUE67050 ; RUE67500

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; *POLICE; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$6.60

DESCRIPTIVE NOTE: 163P.

ISSUE: CURRENT

INSTRUCTORS MAY USE THIS MANUAL IN CONDUCTING A TRAINING PROGRAM FOR INSERVICE LAW ENFORCEMENT OFFICERS AND RECRUITS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF STATE LAW ENFORCEMENT CONSULTANTS, SPECIALISTS, AND AN ADVISORY COMMITTEE AND WAS TESTED BY A SUBJECT-MATTER SPECIALIST IN PILOT-CLASS STUDY. THE TRAINING PROGRAM IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. THIS MANUAL CONTAINS THE TRAINING PROCEDURES WHICH MAKE UP THE LEARNER'S MANUAL (VT 000 692) AND THE TEACHING GUIDES FOR EACH PROCEDURE. EACH GUIDE CONTAINS TIME ALLOCATIONS AND INFORMATION FOR INTRODUCING AND PRESENTING THE LESSONS. THE FOUR STEP INSTRUCTIONAL METHOD OF PREPARATION, PRESENTATION, APPLICATION OR TRYOUT, AND CHECKING OR FOLLOWUP IS SUGGESTED FOR UNITS WHICH REQUIRE STUDENT PARTICIPATION. SOME OF THE 12 PROCEDURES, UNITS, ARE (1) DEALING WITH CIVIL COMPLAINTS, (2) HANDLING FIRE SCENES, TRAFFIC CONGESTION, AND SUSPICIOUS PERSONS, AND (3) ADMINISTERING EMERGENCY CARE--FIRST AID. THE INSTRUCTOR MUST BE A SELECTED AND TRAINED POLICE OFFICER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. THE 19 APPENDIXES INCLUDE ITEMS SUCH AS DIAGRAMS OF FORMATIONS TO DISPERSE GATHERINGS, DRAWINGS OF COMMERCIAL RESTRAINT DEVICES, ILLUSTRATIONS OF DEFENSE TACTICS, SAMPLE REPORT FORMS, TERMS COMMONLY USED IN CIVIL PROCESS SERVICE, AND SOURCES OF CRIME PREVENTION MATERIALS. THE UNIT-ONE LEARNER'S MANUAL (VT 000 691) AND INSTRUCTOR'S MANUAL (VT 000 690) ARE AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $2.25 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS.; OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, COLUMBUS.

ACCESSION NUMBERS: ED016027 VT000692

PUBLICATION DATE: JUL66

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, UNIT II, A UNIT OF THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM, LEARNER'S MANUAL.

PERSONAL AUTHOR: REESE, ROBERT M. ; AND OTHERS

INSTITUTION CODE: RUE67050 ; RUE67500

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; *POLICE; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$3.92

DESCRIPTIVE NOTE: 96P.

ISSUE: CUMRPT

STUDENTS MAY USE THIS MANUAL IN A LAW ENFORCEMENT TRAINING PROGRAM FOR INSERVICE LAW ENFORCEMENT OFFICERS AND RECRUITS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF LAW ENFORCEMENT TRAINING CONSULTANTS, SPECIALISTS, AND AN ADVISORY COMMITTEE AND WAS TESTED BY A SUBJECT MATTER SPECIALIST IN A PILOT-CLASS STUDY. THE PROGRAM IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. SOME OF THE 12 INSTRUCTIONAL UNITS, TRAINING PROCEDURES, ARE (1) DEALING WITH CIVIL COMPLAINTS, (2) HANDLING FIRE SCENES, TRAFFIC CONGESTION, SUSPICIOUS PERSONS, AND DEAD-ON-ARRIVAL, AND (3) ADMINISTERING EMERGENCY CARE--FIRST AID. EACH TRAINING PROCEDURE CONTAINS AN INTRODUCTORY STATEMENT, A LIST OF NECESSARY EQUIPMENT, GENERAL SAFETY PRACTICES, AND A DETAILED OUTLINE OF PROCEDURAL STEPS. STUDENTS ARE TO USE THE MATERIAL UNDER THE SUPERVISION OF A SELECTED AND TRAINED POLICE OFFICER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. NINETEEN APPENDIXES CONTAIN FORMATIONS TO DISPERSE GATHERINGS, DEFENSE TECHNIQUES, COMMERCIAL RESTRAINT DEVICES, EXAMPLES OF REPORT FORMS, AND SOURCES OF PREPARED CRIME-PREVENTION MATERIALS. AN INSTRUCTOR'S MANUAL (VT 000 693), A UNIT-ONE LEARNER'S MANUAL (VT 000 689), AND AN INSTRUCTOR'S MANUAL (VT 000 690) ARE AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $2.25 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS.; OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, COLUMBUS.

ACCESSION NUMBERS: ED016025 VT000690

PUBLICATION DATE: FEB66

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, UNIT I, INSTRUCTOR'S MANUAL.

PERSONAL AUTHOR: REESE, ROBERT M. ; STOVER, WILBUR E.

INSTITUTION CODE: RUE67050 ; RUE67500

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; *POLICE; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$1.25 HC-$11.16

DESCRIPTIVE NOTE: 277P.

ISSUE: CUMRPT

.INSTRUCTORS MAY USE THIS MANUAL IN CONDUCTING A LAW ENFORCEMENT TRAINING PROGRAM FOR INSERVICE LAW ENFORCEMENT OFFICERS AND RECRUITS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF STATE LAW ENFORCEMENT CONSULTANTS, SPECIALISTS, AND AN ADVISORY COMMITTE AND WAS TESTED BY A SUBJECT-MATTER SPECIALIST IN A PILOT-CLASS STUDY. THE TRAINING PROGRAM IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. THIS MANUAL CONTAINS THE TRAINING PROCEDURES WHICH MAKE UP THE LEARNER'S MANUAL (VT 000 689) AND THE TEACHING GUIDES FOR EACH OF THE TRAINING PROCEDURES. TIME ALLOCATIONS FOR EACH TRAINING PROCEDURE AND INFORMATION FOR INTRODUCING AND PRESENTING EACH OUTLINED LESSON ARE GIVEN. THE FOUR-STEP INSTRUCTION METHOD OF PREPARATION, PRESENTATION, APPLICATION OR TRYOUT, AND CHECKING OR FOLLOWUP IS SUGGESTED FOR UNITS WHICH REQUIRE STUDENT PARTICIPATION. SOME OF THE 13 UNITS ARE (1) PATROLLING ON FOOT DURING DAY OR NIGHT, (2) HANDLING MISDEMEANORS WITNESSED BY OFFICER, (3) HANDLING TRAFFIC ACCIDENTS, (4) TESTIFYING IN COURT, AND (5) SHOOTING A REVOLVER. THE INSTRUCTOR MUST BE A SELECTED AND TRAINED POLICE OFFICER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. SUPPLEMENTARY MATERIALS INCLUDE TEACHING SUGGESTIONS, AN ATTENDANCE RECORD, AND 27 APPENDIXES WITH ITEMS SUCH AS THE BILL OF RIGHTS, CANONS OF POLICE ETHICS, AND EXAMPLES OF REPORT FORMS. A LEARNER'S MANUAL (VT 000 692) AND AN INSTRUCTOR'S MANUAL (VT 000 693) ARE AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $3.25 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS.; OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, COLUMBUS.

ACCESSION NUMBERS: ED016025 VT000689

PUBLICATION DATE: JUL66

TITLE: LAW ENFORCEMENT OFFICER TRAINING, BASIC COURSE, UNIT I, A UNIT OF THE OHIO LAW ENFORCEMENT OFFICERS' TRAINING PROGRAM, LEARNER'S MANUAL.

PERSONAL AUTHOR: REESE, ROBERT M. ; STOVER, WILBUR E.

INSTITUTION CODE: RUE67050 ; RUE67500

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *LAW ENFORCEMENT; *POLICE; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$6.56

DESCRIPTIVE NOTE: 162P.

ISSUE: CUMRER

STUDENTS MAY USE THIS MANUAL IN A TRAINING PROGRAM FOR INSERVICE LAW ENFORCEMENT OFFICERS AND RECRUITS. IT WAS DEVELOPED BY A STATEWIDE COMMITTEE OF STATE LAW ENFORCEMENT TRAINING CONSULTANTS, SPECIALISTS, AND AN ADVISORY COMMITTEE AND WAS TESTED BY A SUBJECT-MATTER SPECIALIST IN A PILOT-CLASS STUDY. THE TRAINING PROGRAM IS DESIGNED TO PROVIDE LAW ENFORCEMENT OFFICERS WITH A BETTER UNDERSTANDING OF THE MANY PROBLEMS INVOLVED IN PROVIDING GOOD LAW ENFORCEMENT SERVICES. SOME OF THE 13 INSTRUCTIONAL UNITS, TRAINING PROCEDURES, ARE (1) PATROLLING ON FOOT DURING DAY OR NIGHT, (2) HANDLING MISDEMEANORS WITNESSED BY OFFICER, (3) HANDLING TRAFFIC ACCIDENTS, (4) TESTIFYING IN COURT, AND (5) SHOOTING A REVOLVER. EACH TRAINING PROCEDURE CONTAINS AN INTRODUCTORY STATEMENT, A LIST OF NECESSARY EQUIPMENT, GENERAL SAFETY PRACTICES, AND A DETAILED OUTLINE OF PROCEDURAL STEPS. STUDENTS ARE TO USE THE MATERIAL UNDER THE SUPERVISION OF A SELECTED AND TRAINED POLICE OFFICER. THE DOCUMENT IS ILLUSTRATED WITH LINE DRAWINGS AND PHOTOGRAPHS. TWENTY-SEVEN APPENDIXES CONTAIN ITEMS SUCH AS THE BILL OF RIGHTS, CANONS OF POLICE ETHICS, AND EXAMPLES OF REPORT FORMS. AN INSTRUCTOR'S MANUAL (VT 000 690), A LEARNER'S MANUAL (VT 000 692), AND AN INSTRUCTOR'S MANUAL (VT 000 693) ARE AVAILABLE. THIS DOCUMENT IS AVAILABLE FOR $2.25 FROM OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210. (HC)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS.; OHIO TRADE AND INDUSTRIAL EDUCATION SERVICE, COLUMBUS.

ACCESSION NUMBERS: ED058724 EM009513

PUBLICATION DATE: 30 JUN 71

TITLE: COMPUTER ASSISTED/PROGRAMMED INSTRUCTION ON THE LAW. FINAL REPORT.

PERSONAL AUTHOR: LENN, PETER D.; MASER, THOMAS F.

INSTITUTION CODE: BBB05851; BBB05852

SPONSORING AGENCY CODE: BBB05850

DESCRIPTOR: COMPARATIVE ANALYSIS; COMPUTER ASSISTED INSTRUCTION; INSTRUCTIONAL MATERIALS; LAW ENFORCEMENT; *LAW INSTRUCTION; *POLICE; *PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *PROGRAM EVALUATION

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 51P.

ISSUE: RIEMAY72

FOUR PROGRAMED INSTRUCTION COURSES WERE DEVELOPED IN THE FORM OF PRINTED TEXTS. THEY COVERED THE CALIFORNIA PENAL CODE, THE LAWS OF ARREST, SEARCH AND SEIZURE, EVIDENCE, AND DANGEROUS WEAPONS CONTROL LAWS. THE PROGRAMED COURSES WERE USED AS SELF-STUDY INSTRUCTIONAL MATERIAL FOR RECRUIT TRAINING AND FOR IN-SERVICE TRAINING FOR POLICEMEN. THE COURSES PROVED TO BE EFFECTIVE AND ECONOMICAL. THE PRESENTATION OF THE PROGRAMED LESSONS AT A COMPUTER TERMINAL WAS EVALUATED AND FOUND TO BE EQUALLY EFFECTIVE AS THE PRINTED MATERIAL. HOWEVER, THE COMPUTER WAS FOUND TO BE LESS EFFICIENT IN TERMS OF STUDENT TIME AND TO BE MORE COSTLY THAN THE WORKBOOK FORMAT. (JY)

INSTITUTION NAME: AMERICAN ANALYSIS CORP., SAN FRANCISCO, CALIF.; OAKLAND POLICE DEPT., CALIF.

SPONSORING AGENCY NAME: CALIFORNIA COUNCIL ON CRIMINAL JUSTICE, SACRAMENTO.

ACCESSION NUMBERS: ED056955 SO002107

PUBLICATION DATE: JUL 71

TITLE: BIBLIOGRAPHY OF LEGAL EDUCATION MATERIALS. PDE WORKING PAPER.

INSTITUTION CODE: BBB05056

DESCRIPTOR: ANNOTATED BIBLIOGRAPHIES; AUDIOVISUAL AIDS; CITY PROBLEMS; *CIVIL LIBERTIES; ELEMENTARY GRADES; *LAW INSTRUCTION; LEGISLATION; MULTIMEDIA INSTRUCTION; *PUBLIC AFFAIRS EDUCATION; PUBLICATIONS; RESOURCE GUIDES; SECONDARY GRADES; *SOCIAL PROBLEMS; *SOCIAL STUDIES; YOUTH PROBLEMS

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 9P.

ISSUE: RIEMAR72

THIS LIST IS OF PRINT AND NON-PRINT MATERIALS THAT MAY HAVE APPLICATION TO LEGAL EDUCATION FOR ELEMENTARY AND SECONDARY GRADES. TYPES OF PRINT MATERIALS INCLUDE STUDENT TEXTS, PERIODICALS, AND PAMPHLETS. CURRICULUM MATERIALS, AND BOOKS, BOTH HARDBOUND AND PAPERBACK. NON-PRINT MATERIALS INCLUDE SOUND FILMS AND FILMSTRIPS AND PRE-RECORDED TAPES. (AUTHOR/DJB)

INSTITUTION NAME: PENNSYLVANIA STATE DEPT. OF EDUCATION, HARRISBURG. BUREAU OF GENERAL AND ACADEMIC EDUCATION.

ACCESSION NUMBERS: ED056879 SE012639

PUBLICATION DATE: JUN 71

TITLE: THE ENVIRONMENTAL LAW HANDBOOK.

PERSONAL AUTHOR: LANDAU, NORMAN J.; RHEINGOLD, PAUL D.

DESCRIPTOR: COURT CASES; *COURT LITIGATION; *ENVIRONMENT; *GUIDES; *LAWS; LEGISLATION; POLLUTION; RESOURCE MATERIALS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 500P.

ISSUE: RIEMAR72

DESIGNED FOR CONSERVATION GROUPS FROM LAYMEN TO LAWYERS, THIS HANDBOOK TELLS HOW POLLUTERS AND DESPOILERS OF OUR ENVIRONMENT CAN BE BROUGHT TO COURT IN CIVIL ACTIONS AND COMPELLED TO DESIST AND PAY DAMAGES. IT SHOWS HOW TO PREPARE A CASE AND GIVES RELEVANT INFORMATION ON PLEADINGS AND COMPLAINTS, ANSWERS, MOTIONS AND BRIEFS; CITES STATUTES AND REGULATIONS; AND PROVIDES THE NECESSARY LEGAL CITATIONS. NUMEROUS SUITS AGAINST INDUSTRY AND THE GOVERNMENT CONCERNING AIR AND WATER POLLUTION, RADIATION, PESTICIDES, AND CONSERVATION ARE SUMMARIZED. (BL)

AVAILABILITY: BALLANTINE BOOKS, 36 WEST 20TH STREET, NEW YORK, NEW YORK ($1.25)

ACCESSION NUMBERS: ED055561 HE002607

PUBLICATION DATE: 57

TITLE: LIBERAL EDUCATION AND THE LAW: A BIBLIOGRAPHY.

PERSONAL AUTHOR: RUSSELL, CHARLES H., COMP.; AND OTHERS

INSTITUTION CODE: QPX17850

DESCRIPTOR: *ANNOTATED BIBLIOGRAPHIES; *BIBLIOGRAPHIES; CURRICULUM DEVELOPMENT; *GENERAL EDUCATION; HIGHER EDUCATION; *LAW INSTRUCTION; *PROFESSIONAL EDUCATION; UNDERGRADUATE STUDY

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 27P.; INSTITUTE OF HIGHER EDUCATION

ISSUE: RIEFEB72

THIS ANNOTATED BIBLIOGRAPHY ON LIBERAL EDUCATION AND THE LAW IS DIVIDED INTO 5 SECTIONS: (1) PUBLICATIONS DEALING WITH THE GENERAL NATURE OF LEGAL PRACTICE, THE PROFESSION, HISTORY OF LAW, AND THE LEGAL PROFESSION THAT ARE RELEVANT TO LEGAL EDUCATION, AND LEGAL EDUCATION AND ITS HISTORY; (2) MATERIALS ON THE SUBJECT OF THE APPROPRIATE PRELIMINARY EDUCATION FOR THE STUDY OF LAW; (3) MATERIALS THAT CONSIDER THE GENERAL VALUE OF LIBERAL EDUCATION FOR THE PRACTICE OF LAW, AND DISCUSS PRELEGAL STUDY AND LEGAL STUDY TOGETHER; (4) MATERIALS DEALING WITH THE EXPANSION AND LIBERALIZATION OF THE LAW CURRICULUM ITSELF; AND (5) ITEMS THAT DISSENT FROM THE ENDEAVORS TO REQUIRE LIBERAL PRELEGAL EDUCATION AND THE EFFORT TO BROADEN THE TEACHING OF LAW. WITHIN EACH SECTION, THE ITEMS ARE LISTED BY BOOKS, PERIODICALS, AND REPORTS. (AF)

INSTITUTION NAME: COLUMBIA UNIV., NEW YORK, N.Y. TEACHERS COLLEGE.

ACCESSION NUMBERS: ED055551 HE002596

PUBLICATION DATE: OCT 64

TITLE: LEGAL EDUCATION IN TEXAS: A CURRICULUM STUDY.

PERSONAL AUTHOR: ALLEN, J. STEWART

INSTITUTION CODE: RRR05591

DESCRIPTOR: CURRICULUM; FACULTY; *LAW SCHOOLS; *LAWYERS; MANPOWER NEEDS; *PROFESSIONAL EDUCATION; STUDENTS

IDENTIFIER: *TEXAS

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 69P.

ISSUE: RIEFEB72

THIS REPORT PRESENTS AN OVERALL PICTURE OF LEGAL EDUCATION AVAILABLE IN TEXAS IN 1964. CHAPTER 1 DISCUSSES THE HISTORY OF LEGAL EDUCATION IN THE STATE AND REVIEWS THE PROCEDURES AND REQUIREMENTS FOR BEING ADMITTED TO THE TEXAS BAR. CHAPTER 2 PRESENTS BRIEF DESCRIPTIONS OF THE FACULTY, STUDENTS, CURRICULUM, AND FACILITIES OF TEXAS' 3 STATE SUPPORTED AND 4 INDEPENDENT LAW SCHOOLS. CHAPTER 3 DEALS WITH THE PROJECTED NEED FOR LAWYERS IN TEXAS AND PRESENTS TABLES ON THE NUMBER OF LAWYERS PER 100,000 POPULATION IN THE OTHER STATES; AND CHAPTER 4 EXAMINES THE FUTURE OF LEGAL EDUCATION IN THE STATE. INCLUDED IN THE APPENDICES ARE LISTS OF FACULTY IN THE TEXAS LAW SCHOOLS AND THEIR DEGREES; AND STATEMENTS OF THE PURPOSE AND HISTORY OF EACH OF THE LAW SCHOOLS. (AF)

INSTITUTION NAME: TEXAS COMMISSION ON HIGHER EDUCATION.

ACCESSION NUMBERS: ED053696 HE002473

PUBLICATION DATE: 71

TITLE: WISCONSIN LAW REVIEW.

INSTITUTION CODE: BBB05329

DESCRIPTOR: *COLLECTIVE BARGAINING; *COLLECTIVE NEGOTIATION; COLLEGE FACULTY; *FACULTY; *HIGHER EDUCATION; LEGISLATION; *TEACHING ASSISTANTS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 367P.; VOLUME 1971, NUMBER 1

ISSUE: RIEDEC71

A SUBSTANTIAL PORTION OF THIS ISSUE OF THE WISCONSIN LAW REVIEW IS DEVOTED TO COLLECTIVE NEGOTIATIONS IN HIGHER EDUCATION. ARTICLES INCLUDED ARE: "THE STATUS AND TRENDS OF COLLECTIVE NEGOTIATIONS FOR FACULTY IN HIGHER EDUCATION," BY DONALD H. WOLLETT; "THE SCOPE OF COLLECTIVE BARGAINING IN HIGHER EDUCATION," BY MICHAEL H. MOSKOW; "COLLECTIVE BARGAINING WITH PROFESSIONALS IN HIGHER EDUCATION," BY WILLIAM F. MCHUGH; "STATE AND FEDERAL REGULATIONS OF COLLECTIVE NEGOTIATIONS IN HIGHER EDUCATION," BY FREDERICK R. LIVINGSTON AND ANDREA S. CHRISTENSEN; "THE CUNY EXPERIENCE," BY BERNARD MINTZ; "COLLECTIVE BARGAINING AND UNIVERSITY GOVERNMENT," BY MATTHEW W. FINKIN; "THE ROLE OF COLLECTIVE BARGAINING IN HIGHER EDUCATION," BY C. DALLAS SANDS; "COLLECTIVE NEGOTIATIONS IN HIGHER EDUCATION - CANADA," BY PIERRE-PAUL PROULX; "THE TEACHING ASSISTANTS ASSOCIATION - UNIVERSITY OF WISCONSIN EXPERIENCE: A TRIPARTITE ANALYSIS," BY FREDERICK E. SHERMAN AND DAVID LOEFFLER, ARLEN CHRISTENSON, AND NATHAN P. FEINSINGER AND ELEANORE J. ROE; AND "THE LEGISLATION NECESSARY TO EFFECTIVELY GOVERN COLLECTIVE BARGAINING IN PUBLIC HIGHER EDUCATION," BY THOMAS R. WILDMAN. (AF)

AVAILABILITY: UNIVERSITY OF WISCONSIN LAW SCHOOL, 975 BASCOM MALL, MADISON, WISCONSIN 53706 ($2.00)

INSTITUTION NAME: WISCONSIN UNIV., MADISON. LAW SCHOOL.

ACCESSION NUMBERS: ED053372 AC010545

PUBLICATION DATE: 70

TITLE: SUPERVISION AND GROUP PERFORMANCE. INSTRUCTOR'S GUIDE.

INSTITUTION CODE: BBBO1472

DESCRIPTOR: CONFERENCES; *GOVERNMENT EMPLOYEES; *GUIDES; INSTRUCTIONAL AIDS; *LEADERSHIP TRAINING; *PROBLEM SOLVING; *SUPERVISORS; TEACHING TECHNIQUES

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$19.74

DESCRIPTIVE NOTE: 540P.

ISSUE: RIEDEC71

THIS GUIDE OUTLINES A COURSE DESIGNED TO GIVE FIRST-LINE SUPERVISORS IN THE FEDERAL GOVERNMENT AN UNDERSTANDING OF LEADERSHIP CONCEPTS. THE METHODOLOGY OF THE COURSE IS A SERIES OF PROBLEM-SOLVING CONFERENCES. THERE ARE 16 SESSIONS IN THE COURSE: 1. PROBLEM CENSUS AND INTRODUCTIONS; 2. THE JOB; 3. FILLING A JOB - FEDERAL MERIT PROMOTIONS POLICY; 4. THE INDIVIDUAL AT WORK -EQUAL EMPLOYMENT OPPORTUNITY; 5. THE WORK GROUP; 6. LEADERSHIP--AUTHORITY, POWER, AND INFLUENCE; 7. OBSERVING A GROUP; DIAGNOSING THE SITUATION; 8. COLLECTING FACTS ABOUT GROUP TASK AND GROUP MAINTENANCE FUNCTIONS; 9. BRINGING ABOUT CHANGE; 10. THE MAN IN THE MIDDLE, THE SUPERVISOR--LABOR-MANAGEMENT RELATIONS; 11. THE NEW EMPLOYEE; 12. LEARNING AND TRAINING; 13. EVALUATING; 14. DEALING WITH DEPARTURES FROM STANDARDS; 15. WHEN AN EMPLOYEE HAS A PERSONAL PROBLEM; AND 16. SUMMARY AND EVALUATION. (CK)

INSTITUTION NAME: CIVIL SERVICE COMMISSION, WASHINGTON, D.C. BUREAU OF TRAINING.

ACCESSION NUMBERS: ED052547 EA003655

PUBLICATION DATE: 60

TITLE: THE POLITICS OF EDUCATION. A STUDY OF THE POLITICAL ADMINISTRATION OF THE PUBLIC SCHOOLS.

PERSONAL AUTHOR: MACKINNON, FRANK

DESCRIPTOR: ACADEMIC FREEDOM; *ADMINISTRATIVE ORGANIZATION; CURRICULUM DESIGN; EDUCATIONAL ADMINISTRATION; *POLITICAL INFLUENCES; POLITICAL POWER; *POLITICS; *POWER STRUCTURE; PUBLIC SCHOOLS; STATE BOARDS OF EDUCATION; STATE CURRICULUM GUIDES; STATE DEPARTMENTS OF EDUCATION; *STATE SCHOOL DISTRICT RELATIONSHIP; TEACHER ADMINISTRATOR RELATIONSHIP; TEACHER ASSOCIATIONS; TEACHER CERTIFICATION; TEACHER EDUCATION; TEACHER PARTICIPATION

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 187P.

ISSUE: RIENOV71

THIS BOOK EXAMINES THE NATURE AND EXTENT OF STATE, FEDERAL, AND LOCAL CONTROL OVER EDUCATION AND DESCRIBES THE IMPACT OF SUCH A POWER STRUCTURE ON THE SCHOOLS AND THE TEACHING PROFESSION. THE MAIN THESIS ARGUES THAT PUBLIC ENTERPRISE IS BOTH DESIRABLE AND NECESSARY IN EDUCATION, BUT, AS IN OTHER STATE ACTIVITIES, SHOULD BE JUST PUBLIC ENOUGH TO REMAIN ENTERPRISE. THE AUTHOR PROPOSES A PUBLIC SCHOOL TRUST THAT WOULD GIVE TEACHERS AND THEIR PROFESSIONAL ORGANIZATIONS STRONGER DECISIONMAKING POWERS. UNDER SUCH A SYSTEM, THE TEACHING PROFESSION WOULD CONTROL LICENSING OF TEACHERS AND ACTIVELY PARTICIPATE IN THEIR TRAINING, BOARDS OF TRUSTEES WOULD APPOINT TEACHERS ON ADVICE FROM THEIR STAFFS, AND SCHOOL FACULTY COUNCILS AND TEACHERS WO BE IN CHARGE OF CURRICULUM DESIGN AND ITS INSTRUCTIONAL IMPLEMENTATION. RELATED DOCUMENTS ARE ED 048 626 AND EA 003 566. (AUTHOR/JF)

AVAILABILITY: UNIVERSITY OF TORONTO PRESS, TORONTO 181, ONTARIO (CANADA), OR 33 EAST TUPPER STREET, BUFFALO, NEW YORK 14203 (ORDER NO 6004-8,$2.95)

ACCESSION NUMBERS: ED051644 EM008994

PROGRAM AREA: 95

PUBLICATION DATE: 69

TITLE: RELATIONSHIP OF AUTOMATIC DATA PROCESSING TRAINING CURRICULUM AND METHODOLOGY IN THE FEDERAL GOVERNMENT.

INSTITUTION CODE: RM066000

SPONSORING AGENCY CODE: RM066004

DESCRIPTOR: ADMINISTRATIVE PERSONNEL; COMPUTER ASSISTED INSTRUCTION; *CONFERENCE REPORTS; CURRICULUM DEVELOPMENT; *EDUCATIONAL NEEDS; EDUCATIONAL PROGRAMS; *ELECTRONIC DATA PROCESSING; *FEDERAL GOVERNMENT; MANAGEMENT DEVELOPMENT; MANAGEMENT EDUCATION; *PERSONNEL NEEDS; PILOT PROJECTS; PROGRAMED INSTRUCTION; PROGRAM PROPOSALS; SYSTEMS ANALYSTS

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 55P.

ISSUE: RIEOCT71

A CONFERENCE, HELD IN WASHINGTON, D. C., IN 1967 BY THE ASSOCIATION FOR EDUCATIONAL DATA SYSTEMS AND THE U.S. OFFICE OF EDUCATION, ATTEMPTED TO LAY THE GROUNDWORK FOR AN EFFICIENT AUTOMATIC DATA PROCESSING TRAINING PROGRAM FOR THE FEDERAL GOVERNMENT UTILIZING NEW INSTRUCTIONAL METHODOLOGIES. THE RAPID GROWTH OF COMPUTER APPLICATIONS AND COMPUTER USE WAS CITED AS THE REASON FOR THE OVERWHELMING NEED FOR SUCH A TRAINING PROGRAM. SPECIFIC NEEDS FOR DATA PROCESSING PERSONNEL IN THE FEDERAL GOVERNMENT WERE CONSIDERED WITH SPECIAL ATTENTION TO THE NEED FOR SYSTEMS ANALYSTS AND MANAGERS. TRAINING NEEDS FOR DATA PROCESSING PERSONNEL IN HIGHER EDUCATION AND INDUSTRY WERE ALSO IDENTIFIED. TRAINING OBJECTIVES FOR MANAGERS AND SYSTEMS ANALYSTS WERE OUTLINED AS A BASIS FOR DEFINING SUBJECT-MATTER CONTENT. THE STRUCTURE AND CONTENT FOR CURRICULA FOR A MANAGEMENT TRAINING PROGRAM AND A SYSTEMS ANALYST TRAINING PROGRAM WERE AGREED UPON. THE POSSIBILITY THAT NEW EDUCATIONAL MEDIA, PARTICULARLY COMPUTER-ASSISTED INSTRUCTION (CAI), COULD BE USED IN THIS TRAINING PROGRAM WAS EXAMINED. A REQUEST FOR PROPOSALS FOR A PILOT PROJECT TO CONDUCT TRAINING IN DATA PROCESSING FOR THE FEDERAL GOVERNMENT WAS DRAWN UP. ABSTRACTS OF CONFERENCE PAPERS SUMMARIZING THE MAJOR FEATURES OF CAI AND OF PROGRAMED INSTRUCTION ARE APPENDED, ALONG WITH A DIRECTORY OF SELECTED ORGANIZATIONS INVOLVED IN EDUCATIONAL TECHNOLOGY AND MAJOR CAI CENTERS. (JY)

REPORT NUMBER: OE-80066

CONTRACT NUMBER: OEC-1-7-071059-3809

AVAILABILITY: SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D. C. 20402 (FS 5.230:80066, 35)

INSTITUTION NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED048778 EM008852

PROGRAM AREA: 24

PUBLICATION DATE: 70

TITLE: CITY III: SMALL SCALE.

INSTITUTION CODE: BBB01572

SPONSORING AGENCY CODE: BM066004

DESCRIPTOR: CITY GOVERNMENT; CITY PLANNING; *COMPUTER ASSISTED INSTRUCTION; COMPUTER PROGRAMS; EDUCATIONAL GAMES; INPUT OUTPUT; MANAGEMENT GAMES; *MANUALS; *METROPOLITAN AREAS; MODELS; *SIMULATION; URBAN AREAS

IDENTIFIER: *CITY III

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 48P.; SEE ALSO EM 008 848, EM 008 849, EM 008 850, EM 008 851

ISSUE: RIEJUL71

CITY III IS A COMPUTER-ASSISTED SIMULATION GAME IN WHICH PARTICIPANTS MAKE DECISIONS AFFECTING THE ECONOMIC, GOVERNMENTAL, AND SOCIAL CONDITIONS OF A SIMULATED URBAN AREA. IN ONE OF ITS FIVE CITY OPTIONS (CALLED LOTHIAN) THE CITY III SIMULATION MODEL FOCUSES ON A MICRO-VIEW OF AN URBAN AREA BY REDUCING THE LEVEL OF AGGREGATION. THE POPULATION IS REDUCED TEN TIMES SO THAT EACH POPULATION UNIT EQUALS 50 PERSONS (INSTEAD OF 500) AND EACH UNIT OF LINEAR MEASURE EQUALS ONE-THIRD OF A MILE (INSTEAD OF A MILE). THE NUMERICAL PARAMETERS FOR EACH DECISION-MAKING SECTOR IN THIS SMALL SCALE VERSION ARE PRESENTED IN THE FORM OF A SET OF "MASTER SHEETS" AND INPUT EXPLANATION CHARTS. THE "MASTER SHEETS" AND CHARTS FOR THE OTHER FOUR VERSIONS ARE CONTAINED IN THE PLAYERS' MANUAL. (JY)

CONTRACT NUMBER: OEC-0-9-180515-4530(010)

BUREAU NUMBER: BR-9-0515

INSTITUTION NAME: ENVIROMETRICS, INC., WASHINGTON, D.C.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED049460 AC010244

PUBLICATION DATE: MAR 70

TITLE: HUMAN SERVICE INSTITUTES. AN ALTERNATIVE FOR PROFESSIONAL HIGHER EDUCATION.

PERSONAL AUTHOR: COHEN, AUDREY C.

INSTITUTION CODE: BBB04944

DESCRIPTOR: CERTIFICATION; CURRICULUM; *EDUCATIONAL INNOVATION; EDUCATIONAL OBJECTIVES; EVALUATION; FACULTY; *HUMAN SERVICES; *INSTITUTES (TRAINING PROGRAMS); LAW INSTRUCTION; MODELS; *PROFESSIONAL EDUCATION; *WORK STUDY PROGRAMS

IDENTIFIER: HUMAN SERVICE INSTITUTE; NEW YORK CITY

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 23P.

ISSUE: RIEAUG71

AFTER NOTING THE DEFICIENCIES OF THE PREDOMINANT SYSTEM OF TRADITIONAL HIGHER EDUCATION AND THE GROWING NEED FOR PROFESSIONALS IN THE HUMAN SERVICES FIELDS, THE AUTHOR PROPOSES THE HUMAN SERVICE INSTITUTE AS AN ALTERNATIVE MODEL FOR PROFESSIONAL HIGHER EDUCATION. THE MODEL IS BASED UPON THE COLLEGE FOR HUMAN SERVICES IN NEW YORK CITY. THE OBJECTIVE OF THE MODEL IS RAPIDLY TO DEVELOP PROFESSIONALS IN THE HUMAN SERVICES COMMITTED TO WORKING FOR SOCIAL CHANGE. SOME OF THE FEATURES OF THE MODEL ARE: (1) ITS WORK STUDY CURRICULUM WITH A BACHELOR'S DEGREE AWARDED AFTER TWO YEARS WITH THE EMPHASIS PLACED ON INVOLVEMENT IN SOCIAL CHANGE AS THE MORAL EQUIVALENT OF RESEARCH; AND (2) AN EVALUATION AND CERTIFICATION PROCESS BASED ON THE STUDENT'S ABILITY TO DEMONSTRATE THROUGH JOB PERFORMANCE HIS CAPACITY TO MAKE AN EFFECTIVE CONTRIBUTION TO THE HUMAN SERVICES THROUGH AN INTEGRATION OF KNOWLEDGE AND SKILLS IN THE FIELD. THE ROLE OF THE FACULTY IS ALSO DISCUSSED. APPENDED IS A MODEL FOR SOME ALTERNATIVE ROUTES IN LEGAL EDUCATION. (DM)

AVAILABILITY: COLLEGE FOR HUMAN SERVICES, 201 VARICK STREET, NEW YORK, N.Y. 10014

INSTITUTION NAME: COLLEGE FOR HUMAN SERVICES, NEW YORK, N. Y.

ACCESSION NUMBERS: ED048776 EM008850 48

PROGRAM AREA: 24

PUBLICATION DATE: OCT 70

TITLE: CITY III DIRECTOR'S GUIDE.

INSTITUTION CODE: BBB01572

SPONSORING AGENCY CODE: BM066004

DESCRIPTOR: CITY DEMOGRAPHY; CITY GOVERNMENT; CITY PLANNING; COMPUTER ASSISTED INSTRUCTION; COMPUTER PROGRAMS; DECISION MAKING; EDUCATIONAL GAMES; *GUIDES; *MANAGEMENT GAMES; METROPOLITAN AREAS; MODELS; *SIMULATION; *TEACHING GUIDES; *URBAN AREAS; URBAN ENVIRONMENT

IDENTIFIER: *CITY III

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$6.58

DESCRIPTIVE NOTE: 181P.; SEE ALSO EM 008 848, EM 008 849, EM 008 851, EM 008 852

ISSUE: RIEJUL71

CITY III IS A COMPUTER-ASSISTED SIMULATION GAME WHICH ALLOWS THE PARTICIPANTS TO MAKE DECISIONS AFFECTING VARIOUS ASPECTS OF THE ECONOMIC, GOVERNMENTAL, AND SOCIAL SECTORS OF A SIMULATED URBAN AREA. THE GAME DIRECTOR SELECTS ONE OF FIVE POSSIBLE STARTING CITY CONFIGURATIONS, MAY SET A NUMBER OF CONDITIONS IN THE CITY BEFORE THE START OF PLAY, AND MAY HAVE A CONTINUAL EFFECT ON THE PLAY THROUGH THE USE OF THE MANY DIRECTOR OPTIONS. THIS MANUAL DETAILS THE RESPONSIBILITIES OF THE DIRECTOR BEFORE THE START OF PLAY. IT DESCRIBES WHAT THE DIRECTOR NEEDS TO KNOW IN ORDER TO OPERATE THE MODEL, INFLUENCE PLAY, AND ANSWER PARTICIPANTS' QUESTIONS THAT ARE NOT FULLY COVERED IN THE PLAYERS' MANUAL. THE INPUT-OUTPUT PROCEDURES ARE OUTLINED FOR OPERATING A ROUND OF PLAY ON THE UNIVAC 1108 SYSTEM. SOME OF THE MAJOR COMPUTER OPTIONS, INCLUDING EMPLOYMENT AND COMMERCIAL PROCESSES, MIGRATION, AND OUTSIDE SYSTEMS, ARE EXPLAINED IN SOME DETAIL. SUCH COMPLEMENTARY EXERCISES AS ELECTIONS, TOWN MEETINGS, MASS MEDIA, AND LEGAL SYSTEMS ARE SUGGESTED. SUPPLEMENTARY MATERIAL INCLUDES A SCENARIO FOR EACH OF THE FIVE STARTING CITY CONFIGURATIONS AND AN ANNOTATED BIBLIOGRAPHY ON GAMING AND SIMULATION. (JY)

CONTRACT NUMBER: OEC-0-9-190515-4530(010)

BUREAU NUMBER: BR-9-0515

INSTITUTION NAME: ENVIROMETRICS, INC., WASHINGTON, D.C.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED048775 EM008849

PROGRAM AREA: 24

PUBLICATION DATE: OCT 70

TITLE: CITY III PLAYER'S MANUAL.

INSTITUTION CODE: BBB01572

SPONSORING AGENCY CODE: RM066004

DESCRIPTOR: CITY GOVERNMENT; CITY PLANNING; COMPUTER ASSISTED INSTRUCTION; COMPUTER PROGRAMS; *DECISION MAKING; *EDUCATIONAL GAMES; INPUT OUTPUT; MANAGEMENT GAMES; *MANUALS; METROPOLITAN AREAS; MODELS; *SIMULATION; *URBAN AREAS; URBAN ENVIRONMENT

IDENTIFIER: *CITY III

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$9.87

DESCRIPTIVE NOTE: 249P.; SEE ALSO EM 008 848, EM 008 850, EM 008 851, EM 008 852

ISSUE: RIEJUL71

CITY III IS A COMPUTER-ASSISTED SIMULATION GAME IN WHICH PARTICIPANTS MAKE DECISIONS AFFECTING THE ECONOMIC, GOVERNMENTAL, AND SOCIAL CONDITIONS OF A SIMULATED URBAN AREA. IN CITY III, THE COMPUTER STORES ALL THE RELEVANT STATISTICS FOR THE AREA, UPDATES DATA WHEN CHANGES ARE MADE, AND PRINTS OUT YEARLY REPORTS. THE COMPUTER ALSO SIMULATES DECISION-MAKERS, INFLUENCES, AND MARKETS OUTSIDE THE LOCAL METROPOLITAN AREA; PERFORMS CERTAIN ROUTINE PROCEDURES WHICH WOULD BE TIME CONSUMING FOR PLAYERS; AND ACTS AS A BOOKKEEPER, RECORDING ALL THE TRANSACTIONS OF THE PLAYERS AND BALANCING THEIR FINANCIAL ACCOUNTS. AT THE BEGINNING OF THE CITY III GAME, PARTICIPANTS ARE DIVIDED INTO SOCIAL AND ECONOMIC DECISION-MAKERS. THESE DECISION-MAKERS THEN ELECT THE PLAYERS WHO WILL PERFORM THE ROLES OF THE GOVERNMENTAL SECTOR. AFTER THE PLAYERS RECEIVE A REPORT WHICH EXPLAINS THE STATUS OF THEIR VARIOUS FUNCTIONS, THEY MAY BEGIN TO ANALYZE THEIR PROBLEMS AND FORMULATE SOLUTIONS. THE PLAYER'S MANUAL PRESENTS THE BASIC INFORMATION FOR EACH DECISION-MAKING SECTOR. THIS INFORMATION INCLUDES THE NUMERICAL PARAMETERS FOR EACH SECTOR AS WELL AS A DESCRIPTION OF THE TYPES OF DECISIONS THAT MAY BE MADE. THE MANUAL DESCRIBES THE METHODS FOR INPUTING DATA TO THE COMPUTER AND INTERPRETING THE COMPUTER OUTPUT. A SET OF "MASTER SHEETS" SUMMARIZES ALL THE NUMERICAL PARAMETERS FOR FOUR VERSIONS OF CITY III. (JY)

CONTRACT NUMBER: OEC-0-9-180515-4530(010)

BUREAU NUMBER: BR-9-0515

INSTITUTION NAME: ENVIROMETRICS, INC., WASHINGTON, D.C.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED048774 EM008849

PROGRAM AREA: 24

PUBLICATION DATE: JUN 70

TITLE: DEVELOPMENT OF METROPOLITAN (CITY III) MODEL. FINAL REPORT.

PERSONAL AUTHOR: HOUSE, PETER

INSTITUTION CODE: BBB01572

SPONSORING AGENCY CODE: BM066004

DESCRIPTOR: CITY DEMOGRAPHY; CITY GOVERNMENT; *CITY PLANNING; CITY PROBLEMS; COMMUNITY CHARACTERISTICS; *COMPUTER ASSISTED INSTRUCTION; COMPUTER PROGRAMS; DECISION MAKING; EDUCATIONAL GAMES; MANAGEMENT GAMES; METROPOLITAN AREAS; *MODELS; *SIMULATION; *URBAN AREAS; URBAN ENVIRONMENT

IDENTIFIER: *CITY III

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 38P.; SEE ALSO EM 008 849, EM 008 850, EM 008 851, EM 008 852

ISSUE: RIEJUL71

CITY III, A COMPUTER-ASSISTED SIMULATION MODEL TO BE USED IN THE STUDY OF COMPLEX INTERACTIONS AND CONSEQUENCES OF PUBLIC AND PRIVATE DECISION-MAKING IN AN URBAN SETTING, IS DESCRIBED IN THIS REPORT. THE USERS OF THE MODEL, WITH THE HELP OF A COMPUTER, BECOME PUBLIC AND PRIVATE DECISION-MAKERS IN A SIMULATED CITY AND, BY INTERACTING WITH ONE ANOTHER IN DYNAMIC SITUATIONS, CHANGE THE CITY. FROM 30 TO 200 STUDENTS MAY PARTICIPATE IN RUNNING ONE OF FIVE "REAL" CITIES WITH POPULATIONS RANGING FROM 10,000 TO 1.5 MILLION. THE CITY III MODEL HAS THREE INTERRELATED SECTORS: GOVERNMENT, WITH AN EXECUTIVE AND COUNCILMEN WHO PLAN CITY GROWTH, PREPARE BUDGETS, AND SET TAX RATES; ECONOMIC, IN WHICH PRIVATE PROPERTY OWNERS AND BUSINESSMEN DEVELOP AND OPERATE ELEVEN LAND USES OF VARIOUS DENSITIES; AND SOCIAL, IN WHICH WORKERS AND RESIDENTS IN THREE SOCIOECONOMIC CLASSES VOTE, ALLOCATE THEIR TIME, AND BOYCOTT STORES AND JOBS. THE REPORT TRACES THE HISTORY OF MATHEMATICAL MODELS IN THE SOCIAL SCIENCES AND DELINEATES TEN TECHNICAL CHARACTERISTICS COMMON TO SIMULATIONS. SEVERAL EARLIER URBAN SIMULATION MODELS ARE COMPARED WITH CITY III. THE IMPORTANT FEATURES OF CITY III ARE SUMMARIZED AND ALSO PRESENTED IN TABULAR FORM. THE SIMULATION S INTENDED FOR USE WITH COLLEGE OR ADULT GROUPS. (AUTHOR/JY)

CONTRACT NUMBER: OEC-0-9-180515-4530(010)

BUREAU NUMBER: BR-9-0515

INSTITUTION NAME: ENVIROMETRICS, INC., WASHINGTON, D.C.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED046373 JC710024

PUBLICATION DATE: DEC 70

TITLE: PROJECT CALCOP. FINAL REPORT.

PERSONAL AUTHOR: BRIGHTMAN, RICHARD W.

INSTITUTION CODE: BBB04520.

DESCRIPTOR: CLASSROOM TECHNIQUES; *COMPUTER ASSISTED INSTRUCTION; *INDEPENDENT STUDY; *INSTRUCTIONAL MEDIA; *JUNIOR COLLEGES; *LAW ENFORCEMENT

IDENTIFIER: CALIFORNIA

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 34P.

ISSUE: RIEMAY71

THIS IS THE FINAL REPORT OF PROJECT CALCOP, A JOINT PROJECT OF THE COAST COMMUNITY COLLEGE DISTRICT, THE LOS ANGELES POLICE DEPARTMENT, AND THE LOS ANGELES POLICE ACADEMY TO DEVELOP, IMPLEMENT, AND EVALUATE COMPUTER-ASSISTED INSTRUCTION (CAI) IN THE RULES OF EVIDENCE AND SEACH-AND-SEIZURE PROCEDURES OF POLICE TRAINING. THE CALCOP LEARNING SYSTEM IS A COMBINATION OF INDEPENDENT STUDY AND CAI EXERCISES. THE PROJECT COMPARED ONE GROUP OF CADETS USING THE CALCOP LEARNING SYSTEM AND ANOTHER GROUP WITH SIMILAR CHARACTERISTICS USING CONVENTIONAL CLASSROOM INSTRUCTION. CALCOP PROVIDED SIMULATED CASE PROBLEMS FOR CADETS THAT REINFORCED LEARNING, BROADENED PERSPECTIVES, AND PROVIDED A MOCK FIELD EXPERIENCE. THE CONCLUSION, BASED ON EXAMINATION RESULTS, SHOWS THAT A LEARNING SYSTEM THAT REMOVES THE CADET FROM THE RIGID DISCIPLINE OF THE CONVENTIONAL ACADEMY CLASSROOM IS MORE EFFECTIVE AS A TEACHING TECHNIQUE THAN THE TRADITIONAL CLASSROOM. (CA)

INSTITUTION NAME: COAST COMMUNITY COLL. DISTRICT, COSTA MESA, CALIF.

ACCESSION NUMBERS: ED045874 AC008681

PUBLICATION DATE: 70

TITLE: THE YOUTH SERVICE OFFICER'S COURSE 1968-69: RECORD OF AN EXPERIMENTAL APPROACH TO IN-SERVICE TRAINING.

PERSONAL AUTHOR: GIBSON, A.

INSTITUTION CODE: BBB04630

DESCRIPTORS: CHANGING ATTITUDES; EDUCATIONAL NEEDS; GOVERNMENT EMPLOYEES; *GROUPING (INSTRUCTIONAL PURPOSES); *INSERVICE EDUCATION; NATIONAL PROGRAMS; PARTICIPANT INVOLVEMENT; PARTICIPANT SATISFACTION; *PROJECTS; QUESTIONNAIRES; STATISTICAL DATA; *TEACHING METHODS; VOLUNTARY AGENCIES; WORK ATTITUDES; *YOUTH LEADERS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 87P.

ISSUE: RIEMAY71

THE DEVELOPMENT AND IMPLEMENTATION OF A COURSE CURRICULUM FOR TRAINING YOUTH OFFICERS IN BOTH STATUTORY AND VOLUNTEER EMPLOYMENT IS THE SUBJECT OF THIS DOCUMENT. THE TWIN PRINCIPLES UNDERLYING THE COURSE WERE: THE SYSTEMATIC USE OF THE COMBINED TALENTS OF THE STAFF; IMPLEMENTATION OF A "STUDENT CENTERED" COURSE SEEKING TO MEET HIS NEEDS, DEAL WITH HIS PROBLEMS, MOBILIZE HIS INTERESTS, AND TAP HIS EXISTING RESOURCES. IN ALL 57 PARTICIPATED: 45 MALES, AND 12 FEMALES. OF THESE 39 WERE STATUTORY, AND 18 WERE VOLUNTEER YOUTH OFFICERS. THE STUDENTS WERE ACTIVELY ENGAGED IN THE PLANNING AND THE WORKING OF THE COURSE IN A VARIETY OF WAYS: DRAWING UP THE SYLLABUS; DEVISING A WORK PROGRAM FOR PROJECTS; SUPPORTING EACH OTHER; AND SELECTING WHAT THEY WOULD STUDY. THE FIRST TWO OF THE FIVE WEEK COURSE WERE SPENT IN STUDYING OBJECTIVES; AND THE REMAINING THREE ON A SELECTION OF ASPECTS OF TRAINING, ADMINISTRATION, EVALUATION, INQUIRY, AND COMMUNITY DEVELOPMENT. ALL MEMBERS UNDERTOOK SOME PROJECT WORK ON A TOPIC OF THEIR OWN CHOICE. STUDENTS' VIEWS WERE SOUGHT DURING THE COURSE BY A WEEKLY QUESTIONNAIRE, AND AFTERWARDS BY A FOLLOWUP ASSESSMENT OF THE COURSE BY PARTICIPANTS. THE PREDOMINANT FEELING OF RESPONDENTS WAS THAT OF SATISFACTION, PARTICULARLY WITH THE STUDENTS' PARTICIPATION IN DECISION MAKING. (PT)

AVAILABILITY: THE YOUTH SERVICE INFORMATION CENTRE, HUMBERSTONE DRIVE, LEICESTER, LE5 0RG, ENGLAND

INSTITUTION NAME: YOUTH SERVICE INFORMATION CENTER, LEICESTER (ENGLAND).

ACCESSION NUMBERS: ED044618 AC008779

PUBLICATION DATE: 69

TITLE: INITIAL EMPLOYEE ORIENTATION.

INSTITUTION CODE: BBB04377

DESCRIPTOR: CHECK LISTS; *GOVERNMENT EMPLOYEES; *MANUALS; *ORIENTATION; *STANDARDS; *STATE GOVERNMENT

IDENTIFIER: *MICHIGAN

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.05

DESCRIPTIVE NOTE: 39P.

ISSUE: RIEAPR71

THIS EMPLOYEE ORIENTATION MANUAL FOR SUPERVISORS OF STATE CIVIL SERVANTS PROVIDES INFORMATION ON CONDITIONS OF EMPLOYMENT AND MICHIGAN CIVIL SERVICE COMMISSION RULES WHICH, IF VIOLATED, CAN LEAD TO EMPLOYEE DISCIPLINE. THE FOLLOWING AREAS ARE COVERED: STANDARDS OF CONDUCT GOVERNING CONFLICT OF INTEREST, SUPPLEMENTAL EMPLOYMENT, CONFIDENTIAL INFORMATION, AND ACCEPTANCE OF GIFTS; NOTIFICATION OF ABSENCE OR TARDINESS; OBTAINING PRIOR APPROVAL FOR SPARE TIME ACTIVITIES; REPORTING ACCIDENTS AND INJURIES; EMPLOYEE ORGANIZATIONS; AUTHORIZED AND UNAUTHORIZED POLITICAL ACTIVITIES; PROVISIONS FOR JURY DUTY. ALSO INCLUDED ARE THE OATH OF OFFICE, STATE EXECUTIVE ORDER 1966-3 ON STANDARDS OF CONDUCT, AMENDMENTS TO THE STATE EMPLOYEE RELATIONS POLICY, AND AN ORIENTATION CHECK LIST. (LY)

REPORT NUMBER: VOL-2

INSTITUTION NAME: MICHIGAN STATE DEPT. OF CIVIL SERVICE, LANSING. DIV. OF TRAINING.

ACCESSION NUMBERS: ED043842 AC008679

PUBLICATION DATE: 69

TITLE: DEVELOPMENT POLICE TRAINING AND EDUCATION IN FLORIDA. LEAA GRANT 350 FINAL PROJECT REPORT.

PERSONAL AUTHOR: HEADLOUGH, WARREN E.

INSTITUTION CODE: BBB04247

DESCRIPTOR: ASSOCIATE DEGREES; CURRICULUM; EDUCATIONAL CERTIFICATES; EMPLOYMENT QUALIFICATIONS; *INSERVICE EDUCATION; *JUNIOR COLLEGES; LAW ENFORCEMENT; MANAGEMENT EDUCATION; PERSONNEL NEEDS; *POLICE; *PRESERVICE EDUCATION; PROGRAM DESCRIPTIONS; STATE AGENCIES; *STATE STANDARDS; SUPERVISION; SUPERVISORY TRAINING; TRAINING OBJECTIVES

IDENTIFIER: FLORIDA; POLICE STANDARDS ACT OF 1967

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$5.30

DESCRIPTIVE NOTE: 104P.

ISSUE: RIEMAR71

THE FLORIDA STATE STANDARDS COUNCIL WAS CREATED BY THE FLORIDA POLICE STANDARDS ACT (1967) TO IMPROVE THE STATE'S TRAINING PROGRAM. THE ADOPTION OF MANDATORY 200-HOUR RECRUIT TRAINING HAS PROVIDED A PROGRAM WHICH IS MEETING LOCAL NEEDS FOR MORE AND BETTER TRAINED LAW ENFORCEMENT RECRUIT PERSONNEL; THERE IS NEED FOR THE DEVELOPMENT AND ESTABLISHMENT OF PROGRAMS IN LAW ENFORCEMENT SUPERVISION AND MANAGEMENT. EIGHTEEN JUNIOR COLLEGES OFFER ASSOCIATE DEGREE LAW ENFORCEMENT PROGRAMS; ONE-YEAR CERTIFICATE PROGRAMS ARE OFFERED BY SOME. REPRESENTATIVES OF JUNIOR COLLEGES AND LAW ENFORCEMENT AGENCIES HAVE SUGGESTED A CORE OF KNOWLEDGE IN NINE LAW ENFORCEMENT AREAS FOR STRUCTURING CERTIFICATE AND ASSOCIATE DEGREE PROGRAMS. INSERVICE AND EDUCATIONAL PROGRAMS ARE NEEDED TO BUILD AND EXPAND THE FRAMEWORK OF A TOTAL PROGRAM FOR THE STATE. (APPENDIXES INCLUDE THE 1967 FLORIDA STATUTES, THE RULES OF THE COUNCIL, AND THE RECOMMENDED PROGRAMS.) (NL)

INSTITUTION NAME: FLORIDA POLICE STANDARDS COUNCIL, TALLAHASSEE.

ACCESSION NUMBERS: ED043910 AC008094

PUBLICATION DATE: MAY 70

TITLE: MID-CAREER EDUCATION FOR MUNICIPAL CLERKS.

PERSONAL AUTHOR: SMITH, L. L.

INSTITUTION CODE: QPX84825

DESCRIPTOR: *ADULT EDUCATION; *CITY GOVERNMENT; CITY OFFICIALS; CURRICULUM; EDUCATIONAL NEEDS; *EDUCATIONAL PROGRAMS; FINANCIAL SUPPORT; *GOVERNMENT EMPLOYEES; *MUNICIPALITIES; PARTICIPATION; TEACHING METHODS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.55

DESCRIPTIVE NOTE: 9P.; PAPER PRESENTED AT THE 24TH ANNUAL CONFERENCE OF THE INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS, MAY 18-20, 1970, ATLANTIC CITY, N.J.

ISSUE: RIEMAR71

IN 1965, THE CONCEPT AND NEED FOR MID-CAREER EDUCATION FOR PUBLIC ADMINISTRATORS AT THE LOCAL LEVEL RECEIVED ATTENTION THROUGH THREE STUDIES (DETROIT, BERKELEY, SYRACUSE) SPONSORED BY THE NATIONAL INSTITUTE FOR PUBLIC AFFAIRS. THERE IS AGREEMENT THAT THE CURRICULUM FOR SUCH PROGRAMS SHOULD BE DERIVED FROM THE SOCIAL SCIENCES. TEACHING METHODS SHOULD BE VARIED, INCLUDING INVOLVEMENT-TYPE TECHNIQUES RELATED TO THE EXAMINATION OF VALUE ASSUMPTIONS AND PERSONAL PERSPECTIVES; INTERIM, BACK-HOME ASSIGNMENTS SHOULD BE INCORPORATED WHEN POSSIBLE. THE RESIDENTIAL, INTENSIVE, AND COMPLEX LEARNING EXPERIENCE NECESSARY TO CREATE AN EFFECT ON THE CONDUCT OF URBAN AFFAIRS REQUIRES FUNDING BEYOND NORMAL LOCAL RESOURCES; THERE MUST BE AN EXPANSION OF FEDERAL FUNDING. (FB)

INSTITUTION NAME: SYRACUSE UNIV., N.Y.

ACCESSION NUMBERS: ED042121 AC008420

PUBLICATION DATE: 70

TITLE: CATALOG OF CONTINUING LEGAL EDUCATION PROGRAMS IN THE UNITED STATES. CLE CATALOG 10, SPRING & SUMMER 1970.

INSTITUTION CODE: SYN39690

DESCRIPTOR: ATTENDANCE; AUDIOVISUAL AIDS; COURSES; *DIRECTORIES; FEES; *LAWYERS; ORGANIZATIONS (GROUPS); *PROFESSIONAL CONTINUING EDUCATION; PROGRAM LENGTH; PUBLICATIONS; SCHEDULING; TEACHING TECHNIQUES; TEXTBOOKS; UNITS OF STUDY (SUBJECT FIELDS); UNIVERSITIES; UNIVERSITY EXTENSION

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 236P.

ISSUE: RIEJAN71

THIS NATIONWIDE CONTINUING LEGAL EDUCATION (CLE) DIRECTORY FOR SPRING AND SUMMER 1970 CONTAINS SCHEDULED AND PLANNED PROGRAMS, PUBLICATIONS, AND AUDIOVISUAL AIDS, TOGETHER WITH INFORMATION ABOUT THE RESULTS (ATTENDANCE, FEES, METHODOLOGY, AND SO ON) OF COURSES ACTUALLY PRESENTED FROM JULY 1 TO DECEMBER 31, 1969. (ENTRIES FROM CATALOG 9 ARE NOT REPEATED EXCEPT TO REPORT A CANCELLATION OR OTHER MODIFICATION.) DATA ARE ARRANGED IN COLOR CODED SECTIONS FOR EACH STATE REPRESENTED. IN EACH COURSE DESCRIPTION, THE DATE AND LOCATION APPEAR FIRST, FOLLOWED BY THE FEE, COURSE MATERIALS, COURSE DESCRIPTION, AND THE SPONSOR'S CODED INITIALS. THE LETTER CODES ARE ALSO USED TO IDENTIFY SPONSORING UNIVERSITIES AND ORGANIZATIONS FOR INDIVIDUAL COURSES. THE PRESENT DIRECTORY LISTS 352 COURSES IN 40 JURISDICTIONS. SUBJECT, CHRONOLOGICAL, AND OTHER INDEXES ARE PROVIDED. (LY)

AVAILABILITY: JOINT COMMITTE ON CONTINUING LEGAL EDUCATION, 101 NORTH 33RD STREET, PHILADELPHIA, PA. 19104 (SINGLE ISSUES $10.00)

INSTITUTION NAME: JOINT COMMITTEE ON CONTINUING LEGAL EDUCATION, PHILADELPHIA, PA.

ACCESSION NUMBERS: ED038615 AC006902

PUBLICATION DATE: APR 68

TITLE: ANNUAL REPORT TO THE PRESIDENT AND THE CONGRESS ON ACTIVITIES UNDER THE LAW ENFORCEMENT ASSISTANCE ACT OF 1965 (3RD).

INSTITUTION CODE: BBB00482

DESCRIPTORS: ANNUAL REPORTS; CORRECTIVE INSTITUTIONS; *FEDERAL PROGRAMS; *FINANCIAL SUPPORT; HIGHER EDUCATION; *LAW ENFORCEMENT; LAW INSTRUCTION; MUNICIPALITIES; POLICE; POLICE SCHOOL RELATIONSHIP; POLICE SEMINARS; PROBATION OFFICERS; *PROFESSIONAL TRAINING; PROGRAM ADMINISTRATION; PROGRAM PLANNING; STATE POLICE; UNIVERSITIES

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 144P.

ISSUE: RIESEP70

THE DOCUMENT REPORTS ON COMPREHENSIVE LAW ENFORCEMENT ASSISTANCE (LEA) PROGRAMS WHICH HAVE MOTIVATED STATE AND LOCAL GOVERNMENTS TOWARD SIGNEICANT ACTIONS, STRENGTHENING THE FABRIC OF OUR CRIMINAL JUSTICE SYSTEM. LEA ACTIVITIES INCLUDE 27 GRANTS WHICH HAVE FINANCED STATE CRIME EVALUATION AND PLANNING COMMISSIONS; 34 TO POLICE DEPARTMENTS TO FINANCE POLICE COMMUNITY RELATIONS PROGRAMS; AND 27 AWARDED FOR POLICE SCIENCE COURSES IN COLLEGES AND UNIVERSITIES, NEARLY DOUBLING THE NUMBER OF STATES WITH SCHOOLS OFFERING SUCH STUDY. IN ADDITION, 21 STATES HAVE RECEIVED GRANTS TO DEVELOP COMPREHENSIVE TRAINING PROGRAMS FOR CORRECTIONAL OFFICERS IN PRISON, PROBATION, AND PROBATION WORK. 20 HAVE RECEIVED GRANTS TO DEVELOP OR IMPROVE STATE POLICE STANDARDS AND TRAINING ACTIVITIES, AND 120 POLICE DEPARTMENTS HAVE PARTICIPATED IN RIOT PREVENTION AND CONTROL SEMINARS. (AUTHOR/LY)

REPORT NUMBER: R-16-175

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (PB-188-990, MF $0.65, HC $3.00)

INSTITUTION NAME: DEPARTMENT OF JUSTICE, WASHINGTON, D.C.

ACCESSION NUMBERS: ED035851 AC006442

PUBLICATION DATE: JAN 70

TITLE: AGENCY TRAINING CENTERS FOR FEDERAL EMPLOYES, FISCAL YEAR 1969.

INSTITUTION CODE: BBB01472

DESCRIPTOR: ADMISSION CRITERIA; *AGENCIES; COURSES; *DIRECTORIES; *EDUCATIONAL FACILITIES; ENROLLMENT; EXPENDITURES; *FEDERAL GOVERNMENT; GEOGRAPHIC REGIONS; *GOVERNMENT EMPLOYEES; INSTRUCTIONAL STAFF; STATISTICAL DATA; UNITS OF STUDY (SUBJECT FIELDS)

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.90

DESCRIPTIVE NOTE: 96P.; REVISED EDITION

ISSUE: RIEJUN70

THIS PUBLICATION PROVIDES UP TO DATE INFORMATION ON FEDERAL AGENCY OPERATED TRAINING CENTERS, INCLUDING DATA ON THE NUMBER, VARIETY, AND GENERAL CHARACTERISTICS OF PROGRAM OFFERINGS FOR CIVILIAN EMPLOYEES. LOCATIONS, PURPOSES, COURSES AND OTHER PROGRAMS, ELIGIBILITY FOR ATTENDANCE, SOURCES OF FURTHER INFORMATION, AND OTHER ITEMS OF POTENTIAL INTEREST ARE FURNISHED (WHENEVER APPLICABLE) FOR THE ASIA TRAINING CENTER (DISCONTINUED) OF THE AGENCY FOR INTERNATIONAL DEVELOPMENT; 13 DEPARTMENT OF AGRICULTURE CENTERS; FIVE DEPARTMENT OF COMMERCE CENTERS; 24 DEPARTMENT OF DEFENSE CENTERS (INCLUDING 22 FOR THE ARMY, NAVY, AND AIR FORCE); 12 IN THE DEPARTMENT OF THE INTERIOR; EIGHT UNDER THE PUBLIC HEALTH SERVICE; FOUR IN THE FEDERAL HOUSING ADMINISTRATION; THREE IN THE DEPARTMENT OF JUSTICE; TWO EACH IN THE DISTRICT OF COLUMBIA GOVERNMENT, THE GENERAL SERVICES ADMINISTRATION, THE SMALL BUSINESS ADMINISTRATION, THE DEPARTMENT OF TRANSPORTATION, AND THE TREASURY DEPARTMENT; AND ONE EACH IN THE PANAMA CANAL COMPANY, THE RAILROAD RETIREMENT BOARD, AND THE ATOMIC ENERGY COMMISSION. PARTICIPATION IN AGENCY TRAINING CENTERS IS TABULATED, ALONG WITH NUMBERS OF STAFF, TYPE OF SPONSORSHIP, AND TOTAL OPERATING COSTS. ADDRESSES AND TELEPHONE NUMBERS ARE GIVEN FOR THE TEN REGIONAL CIVIL SERVICE COMMISSION TRAINING CENTERS. LOCATION AND SUBJECT INDEXES ARE INCLUDED. (LY)

INSTITUTION NAME: CIVIL SERVICE COMMISSION, WASHINGTON, D.C. BUREAU OF TRAINING.

ACCESSION NUMBERS: ED042120 AC008419

PUBLICATION DATE: 69

TITLE: MANUAL FOR CLE LECTURERS.

PERSONAL AUTHOR: SHELLABERGER, DONNA J.

INSTITUTION CODE: SYN30690

DESCRIPTOR: ATTITUDES; INSTRUCTIONAL MATERIALS; *LAWYERS; *LECTURE; *MANUALS; *PROFESSIONAL CONTINUING EDUCATION; PROFESSIONAL PERSONNEL; PROGRAM PLANNING; PUBLIC SPEAKING; SPEECH SKILLS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 126P.

ISSUE: RIEJAN71

THIS MANUAL IS DESIGNED TO HELP LAWYERS DEVELOP THE SKILLS NEEDED TO PRESENT EFFECTIVE, STIMULATING CONTINUING LEGAL EDUCATION (CLE) LECTURES. IT FOCUSES ON THE PARTICULAR PURPOSE AND NATURE OF CLE LECTURING, RELATIONSHIPS AND INTERPLAY OF PERSONALITIES IN CLE, COMMITMENTS AND CONSTRAINTS WHICH LECTURERS SHOULD OBSERVE, PROGRAM STRUCTURE AND FORMAT, STUDY MATERIALS, LECTURE PREPARATION, AND GUIDELINES ON THE USE OF PHRASING, INTONATION, TIMING, HUMOR, BODY MOVEMENT, AND OTHER TECHNIQUES. THE APPENDIX CONTAINS A LECTURE OUTLINE AND FIVE HYPOTHETICAL PROBLEMS. (LY)

AVAILABILITY: JOINT COMMITTE ON CONTINUING LEGAL EDUCATION, 101 NORTH 33RD STREET, PHILADELPHIA, PA. 19104

INSTITUTION NAME: JOINT COMMITTEE ON CONTINUING LEGAL EDUCATION, PHILADELPHIA, PA.

ACCESSION NUMBERS: ED041250 AC009391

PUBLICATION DATE: JAN 70

TITLE: CLE ADMINISTRATOR'S HANDBOOK.

PERSONAL AUTHOR: BUSHMAN, WILLARD M.

INSTITUTION CODE: BBB03941

DESCRIPTOR: AUDIOVISUAL AIDS; CHECK LISTS; CLOSED CIRCUIT TELEVISION; *CURRICULUM PLANNING; EVALUATION; FILMS; FILMSTRIPS; INSTITUTES (TRAINING PROGRAMS); *LAWYERS; LECTURE; *MANUALS; *PROFESSIONAL CONTINUING EDUCATION; PROGRAM ADMINISTRATION; SCHEDULING; SLIDES; VIDEOTAPE RECORDINGS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 120P.

ISSUE: RIEDEC70

DESIGNED FOR BOTH NEW AND EXPERIENCED CONTINUING LEGAL EDUCATION (CLE) ADMINISTRATORS, THIS HANDBOOK COVERS CURRICULUM PLANNING, USE OF AUDIOVISUAL TECHNIQUES AND RESOURCES, AND THE PREPARATION OF WRITTEN PROGRAMS AND RESEARCH MATERIALS. SUCH ASPECTS AS COURSE SELECTION, PROGRAM SCHEDULING, SUPPLIES AND EQUIPMENT, EFFECTIVE PREPARATION AND DELIVERY OF LECTURES, AND PROBLEMS IN PRODUCING INSTRUCTIONAL MATERIALS ARE DISCUSSED; EVALUATIONS OF THE EFFECTIVENESS OF FILMS, FILMSTRIPS, SLIDES, OVERHEAD PROJECTORS, TELELECTURES, VIDEOTAPE, AND CLOSED CIRCUIT TELEVISION IN SPECIFIC CLE PROGRAMS, ARE MADE. ALSO INCLUDED ARE EVALUATION CHECKLISTS AND A SAMPLE QUESTIONNAIRE, AS WELL AS INSTRUCTIONS FOR WRITING HANDBOOKS AND LECTURE OUTLINES. (LY)

AVAILABILITY: WILLARD M. BUSHMAN, OREGON BAR ASSOCIATION, 908 S.W. 15TH AVE., PORTLAND, OREG. 97205

INSTITUTION NAME: ASSOCIATION OF CONTINUING LEGAL EDUCATION ADMINISTRATORS.

ACCESSION NUMBERS: ED032486 AC005396

PUBLICATION DATE: 66

TITLE: EMPLOYEE TRAINING IN THE FEDERAL EXTENSION SERVICE.

INSTITUTION CODE: FGK25291

DESCRIPTOR: EDUCATIONAL POLICY; EDUCATIONAL RESPONSIBILITY; EMPLOYMENT QUALIFICATIONS; *GOVERNMENT EMPLOYEES; *INSERVICE EDUCATION; LEAVE OF ABSENCE; *MANUALS; OFF THE JOB TRAINING; PART TIME STUDENTS; *PROGRAM ADMINISTRATION; SELECTION; *TRAINING

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.90

DESCRIPTIVE NOTE: 16P.

ISSUE: RIEFEB70

THE REGULATIONS FOR EMPLOYEE TRAINING OF THE FEDERAL EXTENSION SERVICE OF THE U.S. DEPARTMENT OF AGRICULTURE ARE ENUMERATED IN THIS MANUAL. THE RESPONSIBILITY FOR EMPLOYEE TRAINING, FACTORS FOR SELECTION OF EMPLOYEES FOR TRAINING, PROCEDURES FOR AUTHORIZATION OF TRAINING, AND CONTRIBUTIONS AND AWARDS FOR TRAINING ARE DESCRIBED. PROVISIONS FOR FULL-TIME, SHORT TERM OR PART-TIME STUDY LEAVE ARE DETAILED. ARRANGEMENTS FOR PAYMENT OF EXPENSES, AND OF SALARY DURING THE PERIOD OF STUDY, ARE OUTLINED. THESE REGULATIONS COVER TRAINING IN BOTH GOVERNMENT AND NONGOVERNMENT FACILITIES. (MF)

INSTITUTION NAME: FEDERAL EXTENSION SERVICE (DOA), WASHINGTON, D.C.

ACCESSION NUMBERS: ED031679 AC005221

PUBLICATION DATE: 68

TITLE: A STUDY OF CONTINUING LEGAL EDUCATION OF ALLEGHENY COUNTY BAR ASSOCIATION MEMBERS.

PERSONAL AUTHOR: DAVIS, BENJAMIN GEORGE

INSTITUTION CODE: QPXP4925

DESCRIPTOR: AGE DIFFERENCES; ANALYSIS OF VARIANCE; ATTENDANCE; CURRICULUM; DOCTORAL THESES; *EDUCATIONAL METHODS; *EDUCATIONAL NEEDS; EXPERIENCE; INCOME; *LAWYERS; MOTIVATION; *PROFESSIONAL CONTINUING EDUCATION; SCHEDULING; SURVEYS

IDENTIFIER: *PENNSYLVANIA

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 128P.; ED.D. THESIS.

ISSUE: RIEJAN70

LEGAL EDUCATION NEEDS AND PREFERENCES OF LAWYERS IN THE ALLEGHENY COUNTY, PENNSYLVANIA, BAR ASSOCIATION WERE SURVEYED, WITH ATTENTION TO SUCH FACTORS AS MOTIVATION AND LAWYER CHARACTERISTICS. A PRETESTED 40-ITEM QUESTIONNAIRE WAS SENT TO ALL 2,218 MEMBERS. FINDINGS INCLUDED THE FOLLOWING: (1) FELT NEEDS PERTAINED TO TRIAL WORK, REAL PROPERTY LAW, PROBATE AND TRUST LAW, CORPORATION LAW, LAW OFFICE MANAGEMENT, FEDERAL TAXATION, NEGLIGENCE, ESTATE PLANNING, PATENT, TRADEMARK, AND COPYRIGHT, AND ANTITRUST LAW; (2) TRIAL WORK, NEGLIGENCE, PATENT, TRADEMARK, AND COPYRIGHT, CORPORATION LAW, LAW OFFICE MANAGEMENT, AND LABOR LAW WERE GENERALLY PREFERRED BY YOUNGER LAWYERS, WHILE PROBATE AND TRUST, ANTITRUST, AND REAL PROPERTY LAW WERE PREFERRED BY OLDER LAWYERS; (3) OVER HALF THE LAWYERS ATTEND A LEGAL CONTINUING EDUCATION PROGRAM EACH YEAR, WITH SUBJECTS WITHIN THE SCOPE OF THEIR PRACTICE AND LEARNING ABOUT CHANGES IN THE LAW AS THE CHIEF MOTIVES; (4) YOUNGER LAWYERS WERE MORE SUBJECT MATTER ORIENTED AND PREFERRED LECTURE PROGRAMS, AND OLDER LAWYERS WERE MORE INTERESTED IN CHANGES IN THE LAW AND PREFERRED SEMINAR OR PANEL PRESENTATIONS; AND (5) LAWYERS TENDED TO PREFER PROGRAMS LATE IN THE WEEK. (AUTHOR/LY)

AVAILABILITY: UNIVERSITY MICROFILMS, 300 N. ZEEB RD., ANN ARBOR, MICHIGAN, 48106 (ORDER NO. 69-7732, MF $3.00, XEROGRAPHY $6.20).

INSTITUTION NAME: SYRACUSE UNIV., N.Y.

ACCESSION NUMBERS: ED029191 AC003323

PUBLICATION DATE: 67

TITLE: STUDIES AND REPORTS RELATING TO TRAINING AND EDUCATION, FY 1967.

INSTITUTION CODE: BBB01472

DESCRIPTOR: CLOSED CIRCUIT TELEVISION; CORRESPONDENCE STUDY; *DIRECTORIES; EDUCATIONAL NEEDS; *GOVERNMENT EMPLOYEES; GUIDANCE; *INSERVICE EDUCATION; MANAGEMENT DEVELOPMENT; MANPOWER UTILIZATION; PROGRAM DESIGN; PROGRAMED INSTRUCTION; *RESEARCH; TESTING; VIDEO TAPE RECORDINGS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.65

DESCRIPTIVE NOTE: 51P.

ISSUE: RIEOCT69

THE 44 ENTRIES IN THIS CIVIL SERVICE COMMISSION DIRECTORY DEAL WITH THE DEVELOPMENT AND EVALUATION OF TRAINING PROGRAMS IN FEDERAL AGENCIES (IN PROGRESS, AND COMPLETED) AND WITH TRAINING METHODOLOGY. AGENCIES INCLUDE THE DEPARTMENT OF AGRICULTURE; THE AIR FORCE, ARMY, AND NAVY; THE DISTRICT OF COLUMBIA DEPARTMENT OF PUBLIC WELFARE; THE GENERAL ACCOUNTING OFFICE; THE DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE; THE DEPARTMENT OF THE INTERIOR; THE NATIONAL AERONAUTICS AND SPACE ADMINISTRATION; THE POST OFFICE DEPARTMENT; THE DEPARTMENT OF JUSTICE; THE COAST GUARD, THE DEPARTMENT OF THE TREASURY; AND THE VETERANS ADMINISTRATION. TRAINING NEEDS, CAREER DEVELOPMENT, PLACEMENT, MANPOWER UTILIZATION, PROGRAMED INSTRUCTION, VIDEO TAPE RECORDINGS, CLOSED CIRCUIT TELEVISION, GUIDANCE, TESTING, CORRESPONDENCE STUDY, AND ORGANIZATIONAL DEVELOPMENT ARE AMONG THE TOPICS OF THESE STUDIES. AUTHORS, PERFORMING ORGANIZATIONS, AND PUBLICATION INFORMATION ARE INDICATED. (LY)

INSTITUTION NAME: CIVIL SERVICE COMMISSION, WASHINGTON, D.C. BUREAU OF TRAINING.

ACCESSION NUMBERS: ED028675 FL001280

PUBLICATION DATE: 68

TITLE: A PRACTICAL SPANISH GRAMMAR FOR BORDER PATROL OFFICERS.

INSTITUTION CODE: BBB01672

SPONSORING AGENCY CODE: BBB01673

DESCRIPTOR: CRIME; FEDERAL GOVERNMENT; FEDERAL LAWS; FOREIGN RELATIONS; IDIOMS; *IMMIGRATION INSPECTORS; INSTRUCTIONAL MATERIALS; *LANGUAGE INSTRUCTION; LANGUAGE PROGRAMS; LEGAL PROBLEMS; SECOND LANGUAGE LEARNING; *SPANISH; SPECIAL CLASSES; SPECIAL EDUCATION; *TEXTBOOKS; *TRADITIONAL GRAMMAR; VOCABULARY

IDENTIFIER: BORDER PATROL ACADEMY; EL PASO; TEXAS

EDRS PRICE: EDRS PRICE MF-$1.00 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 231P.

ISSUE: RIESEP68

DESIGNED TO BE USED IN THE SPANISH TRAINING PROGRAM FOR PROBATIONARY OFFICERS AT THE BORDER PATROL ACADEMY IN EL PASO, TEXAS, THIS REVISED 21-LESSON TRADITIONAL GRAMMAR TEXT INCLUDES SPECIAL FEATURES THAT MAKE IT PERTINENT TO THE JOB OF A PATROL INSPECTOR IN THE MEXICAN BORDER AREA. AN EXTENSIVE APPENDIX IS COMPRISED OF EXERCISE TRANSLATIONS, USEFUL EXPRESSIONS LISTS, PRACTICE DIALOGS AND READINGS, VOCABULARY SECTIONS, AND A LISTING OF LEGAL AND CRIMINAL VOCABULARY. (AF)

REPORT NUMBER: GPO-1968-0-295-037

AVAILABILITY: SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (GPO 1968-0-295-037, $1.25)

INSTITUTION NAME: BORDER PATROL ACADEMY, EL PASO, TEX.

SPONSORING AGENCY NAME: DEPARTMENT OF JUSTICE, WASHINGTON, D.C. IMMIGRATION AND NATURALIZATION SERVICE.

ACCESSION NUMBERS: ED023996 AC002304

PUBLICATION DATE: 20 JUN 69

TITLE: CONSULTANT SERVICE AND WORKSHOP FOR LAW ENFORCEMENT OFFICIALS, ATTORNEYS AND JUDGES IN CENTRAL AND EASTERN KENTUCKY (LEXINGTON, MAYSVILLE, COVINGTON, CATLETTSBURG, PIKEVILLE, LONDON, RICHMOND, HARLAN, 1967-68).

INSTITUTION CODE: RRB00758

DESCRIPTOR: *COURT CASES; *INSERVICE EDUCATION; *LAW INSTRUCTION; LAWYERS; *POLICE; POLICE COMMUNITY RELATIONSHIP; PROGRAM EVALUATION

IDENTIFIER: *KENTUCKY

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.05

DESCRIPTIVE NOTE: 39P.

ISSUE: RIEAPR69

EIGHT ONE DAY CONFERENCES ON LAW ENFORCEMENT PROBLEMS WERE SET UP DURING 1967-68 ON A REGIONAL BASIS IN THE KENTUCKY CITIES OF LEXINGTON MAYSVILLE, COVINGTON, CATLETTSBURG, PIKEVILLE, LONDON, RICHMOND, AND HARLAN. POLICE OFFICIALS, JUDGES, PROSECUTING ATTORNEYS, UNIVERSITY FACULTY, AND CIVIC LEADERS WERE INVITED TO PARTICIPATE. TOTAL ATTENDANCE WAS 462. IN ADDITION TO PARTICIPATING IN THE PREPARED DISCUSSIONS ON THE ANNOUNCED TOPICS, THE OFFICERS HAD THE UNIQUE ADVANTAGE OF THE COMBINED TALENT, EXPERIENCE, AND KNOWLEDGE OF VETERAN JUDGES AND ATTORNEYS AND OF OFFICERS FROM OTHER LOCALITIES IN REACHING SOLUTIONS TO SPECIAL PROBLEMS. EACH PROGRAM DEALT WITH COOPERATION OF OFFICERS AND PROSECUTING ATTORNEYS IN CASE PREPARATION; COURT PROCEDURES; OFFICER DEMEANOR IN COURT; THE EFFECT OF RECENT COURT DECISIONS ON POLICE PROCEDURES; AND POLICE-COMMUNITY RELATIONS. THE MOST IMPORTANT BY-PRODUCT OF THE CONFERENCES WAS THE REALIZATION BY LAW ENFORCEMENT OFFICERS THAT THEY COULD COMMUNICATE WITH PROSECUTORS AND JUDGES AND THAT SUCH COMMUNICATION COULD BE MUTUALLY BENEFICIAL. ALTHOUGH ATTENDANCE WAS DISAPPOINTING IN SOME CITIES, MANY PANELISTS FELT THAT THE FAVORABLE IMPRESSIONS GAINED BY ATTENDEES WOULD HELP INCREASE ATTENDANCE AT FUTURE CONFERENCES OF THIS KIND. (LY)

INSTITUTION NAME: EASTERN KENTUCKY UNIV., RICHMOND. SCHOOL OF LAW ENFORCEMENT.

ACCESSION NUMBERS: ED023971 AC002779

PROGRAM AREA: 24

PUBLICATION DATE: APR 68

TITLE: PROFESSIONAL EDUCATION AND THE PUBLIC SERVICE: AN EXPLORATORY STUDY.

PERSONAL AUTHOR: MOSHER, FREDERICK C.

INSTITUTION CODE: CIQ11230

DESCRIPTOR: *CAREER CHOICE; COLLEGE CURRICULUM; COLLEGE FACULTY; *GOVERNMENT (ADMINISTRATIVE BODY); GRADUATE STUDY; INDIVIDUAL CHARACTERISTICS; *PROFESSIONAL EDUCATION; *PROFESSIONAL PERSONNEL; PROFESSIONAL RECOGNITION; *PUBLIC ADMINISTRATION EDUCATION; PUBLIC OFFICIALS; RESEARCH; UNDERGRADUATE STUDY

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$8.60

DESCRIPTIVE NOTE: 170P.

ISSUE: RIEAPR69

THIS STUDY WAS DESIGNED TO ASSESS MAJOR LINKAGES OF PROFESSIONALISM AND PROFESSIONAL EDUCATION WITH THE PUBLIC SERVICE, TO HIGHLIGHT SOME OF THE RESULTING PROBLEMS WITHIN, AND AMONG, DIFFERENT PROFESSIONS, AND TO SET FORTH HYPOTHESES AND QUESTIONS TO PROVOKE AND GUIDE MORE INTENSIVE FUTURE RESEARCH. RESULTS INDICATE THAT PROFESSIONALISM IS RAPIDLY RISING IN AMERICAN SOCIETY. GOVERNMENT AT ALL LEVELS LEADS IN THE EMPLOYMENT OF PROFESSIONALS, AND ADMINISTRATIVE LEADERSHIP IS GROWING MORE AND MORE PROFESSIONAL IN TERMS OF EDUCATION AND EXPERIENCE. AN INCREASINGLY DIRECT AND BINDING TIE BETWEEN PROFESSIONAL EDUCATION AND CAREERS, THE RELATIVELY LOW PRESTIGE OF GOVERNMENT EMPLOYMENT, NOTABLY AMONG MEN, THE INHIBITION OF LIBERAL ARTS IN PROFESSIONAL CURRICULUMS IN FAVOR OF SCIENTIFIC SUBJECTS, BIAS AGAINST POLITICS AND GOVERNMENT IN PROFESSIONAL FACULTIES AND CURRICULUMS, AND LIMITED ATTENTION TO THE SPECIAL PROBLEMS OF MANAGEMENT AND ADMINISTRATION IN GOVERNMENT AGENCIES ARE AMONG THE OTHER TRENDS SUGGESTED. MOREOVER, PUBLIC ADMINISTRATION STILL SEEMS TO LACK REAL PROFESSIONAL STANDING. RESEARCH IS NEEDED ON CAREER AND EDUCATIONAL CHOICE, SOCIAL SYSTEMS IN HIGHER EDUCATION, ROLES AND PERFORMANCE OF EDUCATIONAL SYSTEMS, PROFESSIONAL RECRUITMENT AND EMPLOYMENT, AND RELATED TOPICS. (ELEVEN TABLES ARE INCLUDED.) (LY)

CONTRACT NUMBER: OEC-6-10-106

BUREAU NUMBER: BR-5-0248

INSTITUTION NAME: CALIFORNIA UNIV., BERKELEY. CENTER FOR RESEARCH AND DEVELOPMENT IN HIGHER EDUCATION.

ACCESSION NUMBERS: ED023517 RC002663

PUBLICATION DATE: 1 SEP 68

TITLE: SUMMER PREPARATORY INSTITUTE, 1968, UNIVERSITY OF DENVER, COLLEGE OF LAW. REPORT.

INSTITUTION CODE: DUN21150

SPONSORING AGENCY CODE: OEX27000

DESCRIPTOR: AMERICAN INDIANS; GRADUATE STUDY; *HIGHER EDUCATION; *LAW INSTRUCTION; LAW SCHOOLS; MEXICAN AMERICANS; *MINORITY GROUPS; NEGROES; RURAL AREAS; *SPANISH AMERICANS; *SUMMER INSTITUTES

IDENTIFIER: COUNCIL ON LEGAL EDUCATION OPPORTUNITIES; *DENVER UNIVERSITY COLLEGE OF LAW

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$5.05

DESCRIPTIVE NOTE: 99P.

ISSUE: RIEMAR69

THE PRIMARY OBJECTIVE OF THE UNIVERSITY OF DENVER LAW SCHOOL 1968 SUMMER PREPARATORY INSTITUTE WAS TO ASSIST IN INCREASING THE NUMBER OF LAW STUDENTS, AND SUBSEQUENTLY THE NUMBER OF LAWYERS, BY GIVING 40 STUDENTS FROM MINORITY GROUPS AN OPPORTUNITY TO DEMONSTRATE A POTENTIAL FOR SATISFACTORY WORK IN LAW SCHOOL. THE COURSE CONTENT OF THE PROGRAM WAS COMPRISED OF CLASSES IN CRIMINAL LAW, CRIMINAL PROCEDURE, CONTRACTS, AND A CLASS ASSIGNED THE TITLE LAW, JUSTICE, AND MORALITY. TWENTY-FIVE OF THE SUCCESSFUL PARTICIPANTS WERE EXPECTED TO ATTEND 7 OR 8 LAW SCHOOLS IN VARIOUS SECTIONS OF THE COUNTRY. NARRATIVE DESCRIPTIONS AND APPENDICES PROVIDE INFORMATION ON OBJECTIVES OF THE INSTITUTE, RECRUITMENT PROCEDURES, SELECTION OF PARTICIPANTS, INFORMATION ABOUT THE INSTITUTE FACULTY AND TEACHING ASSISTANTS, CONTENT INFORMATION ABOUT INSTITUTE COURSES, ACADEMIC RESULTS, PLACEMENT OF PARTICIPANTS, AND SUGGESTIONS FOR CHANGES IN THE PROGRAM. A RELATED DOCUMENT IS RC 002 591 . (VM)

INSTITUTION NAME: DENVER UNIV., COLO.

SPONSORING AGENCY NAME: FORD FOUNDATION, NEW YORK, N.Y.

ACCESSION NUMBERS: ED021682 RC002581

PUBLICATION DATE: 1 SEP 67

TITLE: LAW SCHOOL PREPARATORY PROGRAM FOR COLLEGE GRADUATES OF SPANISH-AMERICAN DESCENT. PROGRESS REPORT TO THE FORD FOUNDATION.

INSTITUTION CODE: DUN21150

SPONSORING AGENCY CODE: 0RX27000

DESCRIPTOR: COMPETITIVE SELECTION; CONSULTANTS; COURSE DESCRIPTIONS; *EXPERIMENTAL PROGRAMS; GRADUATE STUDY; INDIVIDUAL COUNSELING; INSTRUCTIONAL TRIPS; *LAW INSTRUCTION; LAW SCHOOLS; *PROGRAM EVALUATION; *SCHOLARSHIPS; *SPANISH AMERICANS; SUMMER PROGRAMS; TEACHING ASSISTANTS; TESTING; TUTORIAL PROGRAMS

IDENTIFIER: *ROCKY MOUNTAIN REGION

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$3.52

DESCRIPTIVE NOTE: 86P.

ISSUE: RIEJAN69

THE FORD FOUNDATION FUNDED AN EXPERIMENTAL PROGRAM AT THE UNIVERSITY OF DENVER COLLEGE OF LAW IN THE SUMMER OF 1967 TO PREPARE SPANISH-AMERICAN COLLEGE GRADUATES TO ENTER LAW SCHOOL, THE ULTIMATE PURPOSE BEING TO INCREASE THE NUMBER OF SPANISH-AMERICAN LAWYERS IN THE ROCKY MOUNTAIN AREA. TWENTY STUDENT PARTICIPANTS WERE SELECTED ON THE BASIS OF ACADEMIC ACHIEVEMENT, EXTRACURRICULAR ACTIVITIES AND INTERESTS, AND PERSONAL SITUATION OF THE APPLICANT. BASIC LAW COURSES IN CRIMINAL LAW, CRIMINAL PROCEDURE, AND CONTRACTS WERE OFFERED WITHOUT CREDIT. TEACHING ASSISTANTS CONDUCTED INDIVIDUAL COUNSELING SESSIONS AND ASSISTED WITH CLASS INSTRUCTION AND GROUP TUTORIAL SESSIONS. ELEVEN STUDENTS WERE SELECTED FOR SCHOLARSHIPS AND ADMISSION TO LAW SCHOOL ON THE BASIS OF ACADEMIC ACHIEVEMENT DURING THE SUMMER PROGRAM. THE PROGRAM WILL CONTINUE OVER A 3-YEAR PERIOD. (JEH)

INSTITUTION NAME: DENVER UNIV., COLO.

SPONSORING AGENCY NAME: FORD FOUNDATION, NEW YORK, N.Y.

ACCESSION NUMBERS: ED021321 EA001457

PROGRAM AREA: 24

PUBLICATION DATE: JUN 67

TITLE: DEVELOPMENT AND EVALUATION OF A PROGRAMMED TEXT IN CRIMINAL LAW. FINAL REPORT.

PERSONAL AUTHOR: WILLS, THOMAS A.

INSTITUTION CODE: MWP48750

SPONSORING AGENCY CODE: BR066004

DESCRIPTOR: *AUTOINSTRUCTIONAL AIDS; COURSE CONTENT; *EVALUATION; *LAW INSTRUCTION; LAW SCHOOLS; *PROGRAMED TEXTS; STATISTICAL ANALYSIS

EDRS PRICE: EDRS PRICE MF-$2.50 HC-$27.56

DESCRIPTIVE NOTE: 687P.

ISSUE: RIEJAN68

TWO PIECES OF LITERATURE BY THOMAS A. WILLS ARE CONTAINED IN THIS DOCUMENT: (1) A COMPLETE PROGRAMED TEXT IN LAW, "A PROGRAMMED TEXT IN CRIMINAL LAW," AND (2) A STUDY COMPARING INSTRUCTION WITH VERSUS INSTRUCTION WITHOUT THE USE OF PROGRAMED TEXTS, "DEVELOPMENT AND EVALUATION OF A PROGRAMED TEXT IN CRIMINAL LAW." IN THE LATTER, SIX CONTROL AND SIX EXPERIMENTAL GROUPS WERE USED TO TEST THE HYPOTHESIS THAT STUDENTS CAN ACQUIRE A BASIC WORKING KNOWLEDGE OF THE RULES OF LAW BY INDEPENDENT, UNSUPERVISED STUDY OF A PROGRAMED TEXT. THE RESULTS SUPPORTED THE HYPOTHESIS. IT WAS CONCLUDED THAT THE ACQUISITION AND APPLICATION OF COMPLEX ABSTRACT MATERIAL CAN BE TAUGHT EFFICIENTLY WITH PROGRAMED MATERIAL. (HW)

CONTRACT NUMBER: OEC-SAE-5-10-016

BUREAU NUMBER: BR-5-0797

INSTITUTION NAME: MIAMI UNIV., CORAL GABLES, FLA. SCHOOL OF LAW.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED018720 AC002187

PUBLICATION DATE: 67

TITLE: HOW TO PASS FEDERAL CIVIL SERVICE EXAMINATION CLERK-CARRIER (U.S. POST OFFICE).

PERSONAL AUTHOR: HOLMES, NANCY, ED.

INSTITUTION CODE: QPX19820

DESCRIPTOR: *APTITUDE TESTS; *CLERICAL OCCUPATIONS; GOVERNMENT EMPLOYEES; *INDIVIDUAL STUDY; *INTELLIGENCE TESTS; RECORDS (FORMS); SELF EVALUATION; SORTING PROCEDURES; *STUDY GUIDES

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

ISSUE: CURRENT

THE STUDY MATERIALS IN THIS BOOK FOLLOW CLOSELY THE FORMAT AND CONTENT OF THE CLERK-CARRIER EXAMINATION (ADDRESS CHECKING TEST AND FOLLOWING INSTRUCTIONS TEST). THERE ARE STEP-BY-STEP DIRECTIONS, TESTS FOLLOWED BY CORRECT ANSWERS, AND REPRODUCTIONS OF FORMS THE CANDIDATE WILL BE ASKED TO FILL OUT WHEN APPLYING FOR A CLERK-CARRIER POSITION (APPLICATION FORM, DRIVING RECORD, AND MEDICAL EXAMINATION RECORD). THERE IS A TEST SCORE RECORD AND SELF EVALUATION PROFILE TO HELP THE CANDIDATE DETERMINE HIS AREAS OF WEAKNESS AND PLAN HIS PROGRAM OF INTENSIVE STUDY TO OVERCOME THEM. THIS DOCUMENT IS AVAILABLE, FOR $3.95, FROM COWLES EDUCATION CORPORATION, LOOK BUILDING, 488 MADISON AVE., NEW YORK 10022. 219 PAGES. (AJ)

INSTITUTION NAME: COWLES EDUCATION CORP., NEW YORK, N.Y.

ACCESSION NUMBERS: ED017754 AC000100

PUBLICATION DATE: FEB67

TITLE: CATALOG OF CONTINUING LEGAL EDUCATION PROGRAMS IN THE UNITED STATES, MARCH 1967-OCTOBER 1967, CLE CATALOG 4.

PERSONAL AUTHOR: WOLKIN, PAUL A.

INSTITUTION CODE: SYN39690

DESCRIPTOR: *CATALOGS; *COURSE DESCRIPTIONS; *LAW INSTRUCTION; *PROFESSIONAL CONTINUING EDUCATION; *PUBLICATIONS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

ISSUE: CUMRPT

THE FOURTH ISSUE OF THE CLE CATALOG LISTS PROGRAMS SCHEDULED FOR SPRING AND SUMMER OF 1967, AND NEW CONTINUING LEGAL EDUCATION PUBLICATIONS. AGENCIES REPORTED ON 203 COURSES IN 33 STATES. COURSES ARE LISTED BY STATE AND INDEXED BY SUBJECT AND CHRONOLOGY. SUCH TOPICS AS TAXES, PERSONAL INJURY, ESTATE PLANNING, FAMILY LAW, LABOR LAW, CRIMINAL LAW, TRIAL TECHNIQUES AND TACTICS, AND STATE BAR REVIEWS, ARE COVERED. COURSE DESCRIPTIONS INCLUDE COURSE TITLE, DATES, LOCATIONS, LECTURERS, TEXTS AND OUTLINES, FEES, AND SPONSORING ORGANIZATIONS. PUBLICATIONS ARE LISTED BY STATE WHERE PUBLISHED AND INDEXED BY SUBJECT. MEMBERS OF THE ASSOCIATION OF CONTINUING LEGAL EDUCATION ADMINISTRATORS ARE LISTED. THIS DOCUMENT IS AVAILABLE FROM THE JOINT COMMITTEE ON CONTINUING LEGAL EDUCATION OF THE AMERICAN LAW INSTITUTE AND THE AMERICAN BAR ASSOCIATION, 101 NORTH 33RD STREET, PHILADELPHIA, PENNSYLVANIA, 19104. 116 PAGES. (JA)

INSTITUTION NAME: JOINT COMMITTEE ON CONTINUING LEGAL EDUCATION, PHILADELPHIA, PA.

ACCESSION NUMBERS: ED015372 AC001719

PUBLICATION DATE: JAN67

TITLE: SYLLABUS FOR TRAINING THE POLICE TRAINER.

PERSONAL AUTHOR: HAMANN, ALBERT D.

INSTITUTION CODE: ZOU98450

DESCRIPTOR: ADMISSION CRITERIA; *COURSE DESCRIPTIONS; EDUCATIONAL RESOURCES; EVALUATION TECHNIQUES; FIELD TRIPS; INFORMATION SOURCES; INSTITUTES (TRAINING PROGRAMS); *LAW ENFORCEMENT; *POLICE; *POLICE SEMINARS; PROGRAM ADMINISTRATION; PROGRAM COSTS; PROGRAM EVALUATION; SCHEDULING; SPECIALISTS; STUDENT TEACHING; TESTING; TEXTBOOKS; *TRAINERS; TRAINING; TRAINING TECHNIQUES; UNITS OF STUDY (SUBJECT FIELDS); UNIVERSITY EXTENSION

IDENTIFIER: UNIVERSITY OF WISCONSIN; WISCONSIN

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.64

DESCRIPTIVE NOTE: 39P.

ISSUE: CUMREPT

THIS FOUR-WEEK COURSE, DEVELOPED AND ADMINISTERED BY THE INSTITUTE OF GOVERNMENTAL AFFAIRS, LAW ENFORCEMENT EDUCATION, UNIVERSITY EXTENSION, OF THE UNIVERSITY OF WISCONSIN, IS DESIGNED TO PREPARE LAW ENFORCEMENT OFFICERS TO BE INSTRUCTORS AND TRAINING OFFICERS, TO UPGRADE EXISTING INSTRUCTORS, AND TO ENABLE TRAINING OFFICERS TO GIVE EFFECTIVE ASSISTANCE TO SUPERIORS. THE SYLLABUS COVERS INTRODUCTORY SESSIONS (SIX HOURS), TEACHING METHODS AND TECHNIQUES (31 HOURS), EVALUATION TECHNIQUES (NINE HOURS), PROGRAM ADMINISTRATION (SIX HOURS), SOURCES OF INFORMATION AND ASSISTANCE (NINE HOURS), PRACTICE TEACHING USING LECTURES, DISCUSSIONS, DEMONSTRATIONS, TRAINING AIDS, AND OTHER TECHNIQUES SINGLY AND IN COMBINATION (38 HOURS), EXAMINATIONS OR CRITIQUES (THREE HOURS), AND STUDENT CONFERENCES AND OTHER SCHEDULED EVENTS (ONE TO THREE HOURS). IN ADDITION, 15 HOURS SHOULD BE DEVOTED TO PREPARING FOR CLASSES. (ALSO INCLUDED ARE STUDENT SELECTION PROCEDURES, TEXTBOOK, FACILITIES, STAFF QUALIFICATIONS, COST VARIABLES, AND PROVISIONS FOR TRAINEE GUIDANCE AND EVALUATION, TOGETHER WITH FIVE APPENDIXES AND NUMEROUS REFERENCES.) (LY)

INSTITUTION NAME: WISCONSIN UNIV., MADISON. UNIVERSITY EXTENSION.

ACCESSION NUMBERS: ED015415 AC001836

PUBLICATION DATE: 64

TITLE: PUBLIC EMPLOYEE TRAINING ON THE STATE LEVEL IN THE UNITED STATES. RESEARCH SERIES, NUMBER 8.

PERSONAL AUTHOR: MOAN, CHARLES E., JR.

INSTITUTION CODE: UKK76180

DESCRIPTOR: CLERICAL WORKERS; *GOVERNMENT EMPLOYEES; *INSERVICE EDUCATION; JOB ANALYSIS; MANAGEMENT DEVELOPMENT; MANUALS; *NATIONAL SURVEYS; PROFESSIONAL PERSONNEL; PROGRAM COORDINATION; PROGRAM EVALUATION; QUESTIONNAIRES; SALARIES; STATE AGENCIES; *STATE GOVERNMENT; STATE LAWS; STATE STANDARDS; SUPERVISORY TRAINING; *TRAINERS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.72

DESCRIPTIVE NOTE: 41P.

ISSUE: CUMRPT

TO SURVEY INSERVICE TRAINING FOR PUBLIC EMPLOYEES WITHIN STATE GOVERNMENTS, QUESTIONNAIRES WERE SENT TO ALL 50 STATES, PUERTO RICO, AND THE VIRGIN ISLANDS. OF THE 37 STATES AND POSSESSIONS RESPONDING, TWO REPORTED NO TRAINING ACTIVITIES, 16 HAD A CENTRAL TRAINING OFFICE TO DIRECT AND COORDINATE TRAINING PROGRAMS, AND 19 INDICATED THAT INSERVICE TRAINING WAS CONDUCTED ENTIRELY BY INDIVIDUAL DEPARTMENTS. THE NUMBER OF FULL-TIME PROFESSIONAL TRAINING PERSONNEL IN CENTRAL TRAINING AGENCIES RANGED FROM ZERO TO TEN. SALARIES FOR TRAINERS ON ALL LEVELS RANGED FROM $3600 TO $15,432 ANNUALLY. MANY STATES DEPENDED HEAVILY ON TRAINING FACILITIES AND STAFF OF OUTSIDE AGENCIES. FEW STATES HAD WRITTEN STATEMENTS OF TRAINING POLICY OR STANDARDS FOR ESTABLISHING OR EVALUATING TRAINING PROGRAMS. TOP AND MIDDLE MANAGERS WERE MOST OFTEN TRAINED, FOLLOWED BY SUPERVISORS AND CLERICAL STAFF. TRAINING FOR UNSKILLED AND SEMI-SKILLED EMPLOYEES RANKED NEAR THE BOTTOM IN MOST AGENCIES. TRAINING FUNCTIONS DID NOT HAVE THE STATURE OF OTHER STATE GOVERNMENT POSTS SUCH AS SALARY ADMINISTRATION OR EXAMINATION PREPARATION. (APPENDIXES ARE THE QUESTIONNAIRE AND TRAINING OFFICER JOB DESCRIPTIONS FROM SEVERAL STATES.) THIS DOCUMENT IS ALSO AVAILABLE, FOR $0.50, FROM THE BUREAU OF GOVERNMENT RESEARCH, UNIVERSITY OF RHODE ISLAND, KINGSTON, R.I. (AJ)

REPORT NUMBER: RES-SER-8

INSTITUTION NAME: RHODE ISLAND UNIV., KINGSTON. BUREAU OF GOVERNMENT RESEARCH.

ACCESSION NUMBERS: ED011870 SP000984

PUBLICATION DATE: 66

TITLE: FRONTIERS IN TEACHER EDUCATION. ANNUAL MEETING OF THE AMERICAN ASSOCIATION OF COLLEGES FOR TEACHER EDUCATION (19TH, 1966). NINETEENTH YEARBOOK.

PERSONAL AUTHOR: RUDBECK, VIRGINIA

INSTITUTION CODE: EGK01575

DESCRIPTOR: ACCREDITATION (INSTITUTIONS); *CURRICULUM RESEARCH; DISADVANTAGED YOUTH; EVALUATION; *FEDERAL GOVERNMENT; *INNOVATION; *STATE GOVERNMENT; *TEACHER EDUCATION; TEACHER INTERNS; URBAN SCHOOLS

IDENTIFIER: DISTRICT OF COLUMBIA; PEACE CORPS; TEACHER CORPS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

ISSUE: DH6667

THE 14 PAPERS APPEARING IN THIS REPORT OF THE PROCEEDINGS ARE--(1) "LEADERSHIP FOR INTELLECTUAL FREEDOM IN HIGHER EDUCATION," (2) "SOME IMPLICATIONS OF FEDERAL INVOLVEMENT IN EDUCATION," (3) "OLD AND NEW FRONTIERS," (4) "FRONTIERS, REAL AND MYTHICAL," (5) "CHALLENGES FOR TEACHER EDUCATION," (6) "THE COMPACT FOR EDUCATION," (7) "FEDERATION OF REGIONAL ACCREDITING ASSOCIATIONS," (8) "CURRICULUM INNOVATION FROM THE LOGIC OF THE DISCIPLINES," (9) "CURRICULUM INNOVATION FROM THE NATURE OF THE PROCESS," (10) "CONCEPTS BASIC IN THE ACCREDITATION OF TEACHER EDUCATION," (11) "THE COORDINATING BOARD," (12) "IMPLICATIONS OF THE NEW NCATE CONSTITUTION FOR THE REBUILDING OF PRESENT STANDARDS AND THEIR FUTURE EVALUATION," (13) "IMPLICATIONS OF THE NEW NCATE CONSTITUTION FOR CHANGES IN THE PROCESS OF ACCREDITATION," AND (14) "PREPARATION OF AMERICAN TEACHERS IN THE FIELD OF WORLD AFFAIRS." ALSO PRESENTED ARE REPORTS OF CONFERENCE SESSIONS ON (1) "NEW DEVELOPMENTS IN EDUCATION--IMPLICATIONS AND ISSUES FOR TEACHER EDUCATION," (2) "RESEARCH AND INNOVATION IN TEACHER EDUCATION," (3) "NEW AND CREATIVE USES OF MEDIA IN TEACHER EDUCATION," AND (4) "PREPARING EDUCATIONAL PERSONNEL FOR DISADVANTAGED CHILDREN AND YOUTH," AN EVALUATION OF THEIR AMERICAN CAMPUS EXPERIENCE BY 2 AACTE INTERNS. SUBCOMMITTEE REPORTS AND A DIRECTORY OF OFFICERS, COMMITTEES, AND MEMBERS ARE ALSO INCLUDED. THIS DOCUMENT IS AVAILABLE AS NINETEENTH YEARBOOK, FROM EXECUTIVE SECRETARY, AACTE, 1201 SIXTEENTH STREET, N.W., WASHINGTON, D.C. 20036, FOR $5.00. (LC)

INSTITUTION NAME: AMERICAN ASSOCIATION OF COLLEGES FOR TEACHER EDUCATION, WASHINGTON, D.C.

ACCESSION NUMBERS: ED010230

PROGRAM AREA: 08

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TITLE: A PROPOSAL FOR THE PLANNING OF ONE-WEEK WORKSHOPS IN EVALUATION RESEARCH FOR STATE AND CITY DEPARTMENT OF EDUCATION PERSONNEL.

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DESCRIPTOR: *ADMINISTRATIVE PERSONNEL; EDUCATIONAL LEGISLATION; EDUCATIONAL RESEARCH; *EVALUATION; FEDERAL LEGISLATION; HUMAN RESOURCES; LEGISLATION; *MEETINGS; *PLANNING; *PROGRAM EVALUATION; PROGRAM PLANNING; RESOURCE MATERIALS; *STATE AID; TRAINING; WORKSHOPS

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THIS REPORT DESCRIBES THE PROCESS OF PLANNING NINE REGIONAL MEETINGS FOR PROVIDING EVALUATION RESEARCH TRAINING. GOALS OF THE PLANNING PROCESS WERE (1) TO FORMULATE SPECIFIC OBJECTIVES FOR THE REGIONAL MEETINGS, (2) TO DEVELOP A TRAINING DESIGN FOR PARTICIPANTS IN THESE MEETINGS, (3) TO ASSESS AVAILABLE STAFF RESOURCES FOR THESE MEETINGS, AND (4) TO OUTLINE THE KINDS OF RESOURCE MATERIALS NEEDED FOR THE MEETINGS. THE REPORT PRESENTS A LISTING OF THE PLANNING GROUP MEMBERS, PLANNING ISSUES, MAJOR PLANNING ACTIVITIES, THE SELECTED MEETING DATES AND SITES, AND THREE MODEL DESIGNS DEVELOPED FOR THE MEETINGS. THE REGIONAL MEETINGS WERE SUBSEQUENTLY HELD UNDER CONTRACT OE-6-10-209 (ED 010 229), INVOLVING STATE DEPARTMENT OF EDUCATION PERSONNEL WHO WERE TRAINED IN PROPOSAL EVALUATION RESEARCH (AS APPLIED TO THE ELEMENTARY AND SECONDARY EDUCATION ACT OF 1965, PUBLIC LAW 89-10). (JH)

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